



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

Council Chamber  
200 Civic Center Way  
El Cajon, CA 92020

## Agenda

APRIL 25, 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 April 11, 2023, Meeting and the Agenda of the April 25, 2023, Meetings in accordance to State Law and City Council/Housing Authority/Successor Agency to the Redevelopment Agency Policy.

**PRESENTATIONS:**

- TEDxKids@ElCajon
- El Cajon Library Update

**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 April 11, 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. Continuation of Wells Park Restroom Emergency Declaration

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, proclaiming the continuation of emergency for Wells Park restroom conditions.

5. Continuation of Emergency for Storm Drain System Repairs

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, proclaiming the Continuation of Emergency for Storm Drain Repairs.

## PUBLIC COMMENT:

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

**WRITTEN COMMUNICATIONS:**

**PUBLIC HEARINGS:**

6. Adoption of New Fees; Modification and Elimination of Existing Fees; and Amendment of Schedule of Miscellaneous Fees

**RECOMMENDATION:**

That the City Council:

1. Opens the Public Hearing and receives testimony;
2. Closes the Public Hearing; and
3. Adopts the next Resolution, in order, to modify certain existing fees, add and delete certain fees, and amend the City's Schedule of Miscellaneous Fees.

7. Consider Proposed Amendments to ECMC Title 5 Addressing Service Providers Operating in the City of El Cajon

**RECOMMENDATION:**

That the City Council:

1. Opens the Public Hearing and receives testimony;
2. Closes the Public Hearing; and
3. Introduces the next Ordinance, in order, approving proposed Amendment to ECMC Title 5.

**ADMINISTRATIVE REPORTS:**

**COMMISSION REPORTS:**

**ACTIVITIES REPORTS/COMMENTS OF MAYOR WELLS**

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

8. Council Activity Report

**ACTIVITIES REPORTS/COMMENTS OF COUNCILMEMBERS:**

9. **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.

10. **COUNCILMEMBER GARY KENDRICK**

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

11. **COUNCILMEMBER MICHELLE METSCHEL**  
Harry Griffen Park Joint Steering Committee; METRO Commission/Wastewater JPA – Alternate; Heartland Communications – Alternate; Heartland Fire Training JPA – Alternate.
  
12. **COUNCILMEMBER PHIL ORTIZ**  
League of California Cities, San Diego Division; East County Economic Development Council; MTS (Metropolitan Transit System Board) – Alternate; East County Advanced Water Purification Joint Powers Authority Board – Alternate; Chamber of Commerce – Government Affairs Committee – Alternate.

**JOINT COUNCILMEMBER REPORTS:**

13. Cost Recovery from Skilled Nursing Facilities for Abuse of the City's Emergency Medical Response System

RECOMMENDATION:

That the City Council directs staff to provide a policy analysis or to draft an ordinance for City Council consideration that would create a cost recovery fee to be charged to skilled nursing facilities that abuse the City's emergency medical response system.

**GENERAL INFORMATION ITEMS FOR DISCUSSION:**

**ORDINANCES: FIRST READING**

**ORDINANCES: SECOND READING AND ADOPTION**

**CLOSED SESSIONS:**

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

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

Employee Organization:  
El Cajon Municipal Employees Association

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

**ADJOURNMENT: The Adjourned Regular Joint Meeting of the El Cajon City Council/ El Cajon Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 25th day of April 2023, is adjourned to Tuesday, April 25, 2023, at 7:00 p.m.**



City Council  
Agenda Report

Agenda Item 1.

**DATE:** April 25, 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 April 11, 2023, Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

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Attachments

04-11-23DRAFTminutes - 3pm

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



## MINUTES

### CITY OF EL CAJON EL CAJON, CALIFORNIA

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**April 11, 2023**

A Regular Joint Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency, held Tuesday, April 11, 2023, was called to order by Deputy Mayor/Chair Steve Goble at 3:00 p.m., in the Council Chambers, 200 Civic Center Way, El Cajon, California.

#### **ROLL CALL**

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

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

**POSTINGS:** The City Clerk posted Orders of Adjournment of the March 28, 2023, meeting and the Agenda of the April 11, 2023, meeting in accordance with State Law and El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Policy.

**PRESENTATIONS:**

- National Public Safety Telecommunications' Week

**AGENDA CHANGES:**

City Manager Mitchell proposed the addition of an Administrative Report for an Item to Declare an Emergency for Storm Drain System Repairs and Continuation of Emergency for Wells Park Restroom Conditions to the April 11, 2023 Agenda.

**MOTION BY KENDRICK, SECOND BY METSCHEL, to ADD to the April 11, 2023 Agenda the Declaration of Emergency for Storm Drain System Repairs and Continuation of Emergency for Wells Park Restroom Conditions as Item 7B.**

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

**CONSENT ITEMS: (1 – 5)**

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

Approve Minutes of the March 28, 2023, Meeting 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.

**ITEM PULLED BY A MEMBER OF THE PUBLIC:**

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.

**DISCUSSION:**

Truth stated that the reading of Ordinances by title only is deceitful, unethical and against the State Law Requirement.

City Attorney Foley stated that the reading of Ordinances by title only is acceptable and legal under the rules of a Charter City.

**CONSENT ITEMS: (Continued)**

**ITEM PULLED BY A MEMBER OF THE PUBLIC:**

4. Authorization to Apply for a Local Early Action Planning (LEAP) Grant

That the City Council Adopts the next Resolution, in order, authorizing the City Manager, or designee, to apply for the California Department of Housing and Community Development's (HCD) Local Early Action Planning (LEAP) Grant Program in the amount of \$500,000 and, if awarded, authorizes the City Manager, or designee, to execute the standard agreement.

**DISCUSSION:**

Truth shared her disapproval of the City applying for the LEAP Grant, which funds various projects in the City, including roundabouts.

Deputy Mayor Goble stated that there are studies that show that roundabouts promote slower and safer driving conditions where they are installed.

Adopt Resolution 018-23 authorizing the City Manager, or designee, to apply for the California Department of Housing and Community Development's (HCD) Local Early Action Planning (LEAP) Grant Program in the amount of \$500,000 and, if awarded, authorizes the City Manager, or designee, to execute the standard agreement.

5. Award of Bid No. 016-23 – Luke Lane Drainage Improvements

Approve a Notice of Exemption (NOE) under section 15302 of the Guidelines for the California Environmental Quality Act (CEQA) as the replacement or reconstruction of existing facilities, and direct the filing of the NOE; then Adopt Resolution No. 019-23 Approve Plans and Specifications for Luke Lane Drainage Improvements, Bid No. 016-23; and Resolution No. 020-23 to Award the bid to the lowest responsive, responsible bidder, Portillo Concrete, Inc., in the amount of \$453,400.

**MOTION BY KENDRICK, SECOND BY METSCHEL, to APPROVE Consent Items 1 to 5.**

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

**PUBLIC COMMENT:**

Truth spoke against the License Plate Readers, and would like the agenda posted with more time, to give residents more time to review it.



**WRITTEN COMMUNICATIONS:** None

**PUBLIC HEARINGS:** None

**ADMINISTRATIVE REPORTS:**

6. Authorization to Submit an Application for the San Diego River Conservancy Direct Grant Program

**RECOMMENDATION:**

That the City Council adopts the next Resolution, in order, to authorize the City Manager, or approved designee, to submit an application for the San Diego River Conservancy (SDRC) Direct Grant Program.

**DISCUSSION**

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

Discussion ensued among Council and Staff concerning the following:

- The 350 structural controls are only about 15 – 20% of the devices needed in the City;
- Cleaner water is one of the benefits of installing the devices;
- Structural controls are State of California requirements; and
- Sensors are included in devices to detect blockage.

Truth spoke in opposition of the SDRC Grant Program.

**MOTION BY ORTIZ, SECOND BY METSCHEL, to ADOPT Resolution No. 021-23 to authorize the City Manager, or approved designee, to submit an application for the San Diego River Conservancy (SDRC) Direct Grant Program.**

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

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## ADMINISTRATIVE REPORTS: (Continued)

### 7. Debrief on the Defeat of Measure P

#### RECOMMENDATION:

This is an informational report. No action is required from the City Council.

#### DISCUSSION

Assistant City Manager DiMaggio provided detailed information of the Item.

Truth agreed that a clear timeframe and more information on the proposed measure would be helpful in the future.

Discussion ensued among Council and Staff concerning the following:

- Council stated that bringing a sales tax measure in 2024 would be prudent;
- Council approving the placement of Measure P on the ballot with only 60 days until the 2022 Election was not sufficient enough time to gain support from local groups;
- Review of “No” votes on each of the Districts of the City showed the differences in needs and concerns for different areas;
- Request for Town Hall meetings to engage the community; and
- Next Measure should only replace the ½ cent of the sunseting Prop J and not an increase to one cent.

No Motion was required for the Item.

#### ITEM ADDED UNDER AGENDA CHANGES:

### 7B. Declaration of Emergency for Storm Drain System Repairs and Continuation of Emergency for Wells Park Restroom Conditions

#### RECOMMENDATION:

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

1. Proclaiming the Continuation of Emergency for Wells Park Restroom Conditions; and
2. Establishing a Declaration of Emergency for storm drain system repairs and determining 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

No public comment was received for the Item.

**ADMINISTRATIVE REPORTS: (Item 7B - Continued)**

**DISCUSSION**

City Manager Mitchell provided detailed information of the Item.

In an answer to a question by Deputy Mayor Goble, City Attorney Foley stated that the City Council can vote an Item be added to the current Agenda, by a four fifths vote, if an emergency arose after the posting of the current agenda, and a resolution cannot be postponed to a future agenda.

Discussion ensued among Council and Staff concerning the following:

- No damage to current properties by the sink hole; and
- Pipelines in the City are inspected every 18 months.

**MOTION BY ORTIZ, SECOND BY METSCHEL, to ADOPT Resolution No. 022-23 to Proclaim the Continuation of Emergency for Wells Park Restroom Conditions; and Establishing a Declaration of Emergency for storm drain system repairs and determining 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.**

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

**COMMISSION REPORTS:** None

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

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

8. Council Activities Report/Comments

Report as submitted.

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**ACTIVITIES REPORTS OF COUNCILMEMBERS:**

- 9. 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.

In addition to the submitted Report, Deputy Mayor Goble stated that former Chair of the San Diego County Board of Supervisors, Nathan Fletcher, continues as the Primary representative on the MTS Board; he urges the County to name Nora Vargas as the Primary. Mr. Goble also attended the California Parks & Recreation National Convention.

City Manager Mitchell shared that El Cajon’s Parks & Recreation Director, Frank Carson, visited every regional park during his presidency of the California Parks & Recreation Society, and that Mr. Carson ran a 5K at each regional park.

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

Council Activities Report/Comments.

Report as submitted.

- 11. 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.

In addition to the submitted reports, Councilmember Metschel invited the community to attend the next Homeless Town Hall meeting on Saturday, April 15, 2023 at the Hillside Recreation Center.

**ACTIVITIES REPORTS OF COUNCILMEMBERS:**

**12. COUNCILMEMBER PHIL ORTIZ**

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

Council Activities Report/Comments.

In addition to the submitted report, Councilmember Ortiz thanked the City staff for facilitating the first and upcoming Town Hall meetings.

Truth shared her dislike of the League of California Cities organization.

**JOINT COUNCILMEMBER REPORTS:** None

**GENERAL INFORMATION ITEMS FOR DISCUSSION:** None

**ORDINANCES: FIRST READING -** None

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

**CLOSED SESSIONS:**

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

- 13. Closed Session - Conference with Legal Counsel - Existing Litigation - pursuant to paragraph (1) of subdivision (d) of Government Code section 54956.9:

William Anderson v. City of El Cajon, et al.  
 United States District Court, Southern District of California  
 Civil Action No. 22CV715-AJB-WVG

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**CLOSED SESSIONS: (Continued)**

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

Agency Designated Representatives:

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

Employee Organizations:

El Cajon Mid-Management and Professional Employees Group  
El Cajon Municipal Employees Association

**MOTION BY GOBLE, SECOND BY KENDRICK, to ADJOURN to Closed Session at 4:26 p.m.**

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

RECONVENED to Open Session at 5:22 p.m.

City Attorney Foley reported the following actions:

- Item 13: Council gave direction to Legal Counsel  
Item 14: Council gave direction to the City's Negotiators

**Adjournment: Deputy Mayor Goble adjourned the Regular Joint Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 11<sup>th</sup> day of April, 2023, at 5:23 p.m., to Tuesday, April 25, 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:** April 25, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Yazmin Arellano, Director of Public of Works  
**SUBJECT:** Continuation of Wells Park Restroom Emergency Declaration

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**RECOMMENDATION:**

That the City Council adopts the next Resolution, in order, proclaiming the continuation of emergency for Wells Park restroom conditions.

**BACKGROUND:**

On March 28, 2023, the City Council approved an emergency declaration for Wells Park restroom conditions to safeguard public health and safety. The work completed to date includes demolition of the roof, removal of doors and door frames, power washing and sanitizing, new interior wall openings, demolition of the surrounding concrete sidewalk, pouring the reinforced concrete foundations for new exterior privacy walls, and finalized details for a new ventilated roof system. The upcoming schedule includes completing the exterior walls and reviewing roofing materials, gate options, bathroom fixtures, and light fixtures. Emergency work is anticipated through the end of May, pending material availability. Portable restrooms were made available to the public during construction.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT:**

Emergency repairs to publicly-owned service facilities necessary to maintain service essential to the public health, safety, or general welfare are exempt from the requirements of CEQA pursuant to section 15269(b) (Emergency Projects) of the CEQA guidelines.

**FISCAL IMPACT:**

On March 28, 2023, the City Council considered the use of \$250,000 of American Rescue Plan Act (ARPA) funding for the emergency repairs of this facility.

Prepared By: Senan Kachi, Associate Engineer  
Reviewed By: Yazmin Arellano, Director of Public Works  
Approved By: Graham Mitchell, City Manager

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Attachments

Resolution

RESOLUTION NO. 0\_\_-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CAJON  
PROCLAIMING THE CONTINUATION OF EMERGENCY FOR  
WELLS PARK RESTROOM REPAIRS

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, safety and life; and

WHEREAS, section 8.08.060 of the El Cajon Municipal Code ("ECMC") 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, on March 22, 2023, the City Manager proclaimed the existence of an emergency on due to ongoing vandalism and deteriorating conditions of the restrooms at Wells Park that have resulted in extensive damage to the facilities, making the only restroom facilities available to the public patronizing the park unusable, unavailable, and unsafe, which proclamation was ratified by the City Council on March 28, 2023 and April 11, 2023; and

WHEREAS, because the emergency work to repair the Wells Park restrooms is not completed, it is necessary for the City Council to again ratify the City Manager's proclamation of emergency for the Wells Park restroom conditions on March 22, 2023, as ratified by City Council on March 28, 2023, by Resolution No. 017-23, and on April 11, 2023, by Resolution No. 022-23.

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 are the findings of the City Council.
2. That in adopting Resolution No. 022-23, the City Council approved an exemption from further environmental review under section 15269(b) (Emergency Projects) of California Environmental Quality Act ("CEQA") Guidelines, and authorized staff to file a notice of exemption for this emergency project.
3. That the City Council hereby proclaims the continuation of the local emergency for restroom repairs at Wells Park.
4. That the local emergency shall be deemed to continue to exist until termination is proclaimed by the City Council of the City of El Cajon.





City Council  
Agenda Report

**DATE:** April 25, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Michael James, Deputy Director of Public Works - Operations  
**SUBJECT:** Continuation of Emergency for Storm Drain System Repairs

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**RECOMMENDATION:**

That the City Council adopts the next Resolution, in order, proclaiming the Continuation of Emergency for Storm Drain Repairs.

**BACKGROUND:**

This report is to update the City Council on the status of the emergency storm drain system repair project located on the west side of 1970 Granite Hills Drive. On April 10, 2023, the City Manager declared an emergency for immediate repairs to protect adjacent public improvements and maintain critical street thoroughfares. On April 11, 2023, the City Council ratified the City Manager's declaration and established a declaration of emergency by Resolution No. 022-23. The emergency declaration authorized staff to retain a contractor to replace the failed corrugated metal pipe. As of April 13, 2023, the contractor completed approximately 40 percent of the repairs. Assuming the needed materials are readily available and there are no weather delays, staff anticipates project completion before May 9, 2023.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT:**

Emergency repairs to publicly-owned service facilities necessary to maintain service essential to the public health, safety, or general welfare are exempt from CEQA pursuant to section 15269(b) (Emergency Projects) of the CEQA Guidelines.

**FISCAL IMPACT:**

Funding in the amount of \$100,000 is available through the Fiscal Year 2023 Wastewater Operations Annual Budget (650720).

Prepared By: Monica Martinez, Sr. Management Analyst  
Reviewed By: Yazmin Arellano, Director of Public Works  
Approved By: Graham Mitchell, City Manager

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Attachments

Resolution

RESOLUTION NO. 0\_\_-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CAJON  
PROCLAIMING THE CONTINUATION OF EMERGENCY FOR STORM DRAIN  
SYSTEM REPAIRS AT AND AROUND GRANITE HILLS DRIVE

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, safety and life; and

WHEREAS, section 8.08.060 of the El Cajon Municipal Code ("ECMC") 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, on Monday, April 10, 2023, after Public Works staff inspected two sinkhole areas located in and near 1970 Granite Hills Drive, and found that the existing field conditions revealed excessive moisture surrounding all failed pipe sections that include both sinkhole areas, the City Manager declared an emergency; and

WHEREAS, because the emergency work to repair the sinkhole areas and storm drain system is not completed, it is necessary for the City Council to again ratify the City Manager's proclamation of emergency, as first ratified by the City Council on April 11, 2023, by Resolution No. 022-23.

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 are the findings of the City Council.
2. That in adopting Resolution No. 022-23, the City Council approved an exemption from further environmental review under section 15269(b) (Emergency Projects) of California Environmental Quality Act ("CEQA") Guidelines, and authorized staff to file a notice of exemption for this emergency project.
3. That the City Council hereby proclaims the continuation of the local emergency on and around Granite Hills Drive due to two sinkholes caused by failures in the existing corrugated metal pipe.
4. That the local emergency shall be deemed to continue to exist until termination is proclaimed by the City Council of the City of El Cajon.



## City Council Agenda Report

Agenda Item 6.

**DATE:** April 25, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Morgan Foley, City Attorney  
**SUBJECT:** Adoption of New Fees; Modification and Elimination of Existing Fees; and Amendment of Schedule of Miscellaneous Fees

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### RECOMMENDATION:

That the City Council:

1. Opens the Public Hearing and receives testimony;
2. Closes the Public Hearing; and
3. Adopts the next Resolution, in order, to modify certain existing fees, add and delete certain fees, and amend the City's Schedule of Miscellaneous Fees.

### BACKGROUND:

City of El Cajon staff annually reviews existing fees and charges, and if needed, proposes changes to the City's Schedule of Miscellaneous Fees (the "Fee Schedule") based on the reasonable anticipation of actual costs to provide City services. The current Fee Schedule was most recently amended by Resolution No. 033-22 on April 26, 2022.

The following generally describes changes in fees recommended by the City Clerk's Office ("City Clerk"); the Building Safety ("Building"), Housing ("Housing"), and Planning ("Planning") divisions of Community Development; the Fire Department ("Fire"); the Parks and Recreation Department ("Parks and Recreation"); and the Public Works Department ("Public Works"). If approved at this meeting, all fees will take effect on July 1, 2023, sixty-six (66) days following adoption.

The City Clerk's office has requested an increase in the Public Hearing fees to recover costs of staff time and preparation.

The Community Development Department is proposing the following changes to the City's Fee Schedule for these divisions:

**Building Safety** – Updated Building valuations are proposed to be consistent with current 2022 valuation multipliers of the International Code Council San Diego Chapter. A new fee category is also proposed for implementing a self-certification process for water heaters, re-roofs and air conditioning unit installations. This new self-certification process will help homeowners and contractors save time by eliminating the need for the homeowner or licensed contractor to be present for a City inspection, thereby avoiding a greater fee with inspections. The licensed contractor (or other licensed individual such as an architect or engineer) will certify that the work

is completed, ensuring compliance with Building Codes and manufacturer's specifications. Upon completion of the work the self-certification form is completed and uploaded to EnerGov (PACO), and Building Safety staff will review the form for final approval.

**Housing** – Housing staff, in concert with the City Attorney's Office, prepares affordable housing agreements to ensure affordable units are developed and maintained throughout the affordability period. Fees for these agreements are proposed as a deposit; \$5,000 for non-public hearing, and \$10,000 for public hearing. Staff must also monitor rental units during the affordability period when a developer receives approval for a deed-restricted affordable housing project. A monitoring fee is proposed to offset staff time that includes records management; tenant income and rent verification; and property inspections.

**Planning** – Planning entitlement application and development fees are based on the staff cost to process, which (in many cases) are significantly less than the actual cost – on an average of more than 35%. However, where appropriate and applicable, application fees have been only incrementally increased. This year, Planning is recommending fee increases of no more than 5% for most planning entitlements where full cost recovery is not achieved. A new fee is also proposed for expedited processing of a Temporary Use Permit when received less than two weeks prior to a planned event.

The proposed updates to Fire fees are requested to align the City's fees with the 2022 California Fire Code ("CFC") which was adopted in November 2022, and became effective in January 2023. The newly adopted CFC fees have been added to the City's Fee Schedule, and those no longer included in the CFC are being deleted. The recommended fee changes will bring the City's fees more in line with similar fees already in place. Fire staff has also suggested some simplification and clarification of fee descriptions to more closely align with the CFC. In addition, new fees for fire alarm system and fire sprinkler heads for every additional 25 heads in excess of 75 are proposed with the intent to capture costs associated with reviewing plans and conducting inspections. It is not uncommon for Fire to review plans and conduct inspections for jobs that have hundreds of devices or heads, and currently we do not accurately assess fees for those.

Parks and Recreation has proposed minor increases due to rising costs of staff necessary to set up for events at the Ronald Reagan Community Center, and audio-visual equipment, including additional time to set up new, more advanced projectors and screens.

Public Works Operations staff is requesting a 25% increase in the Sewer Wet Tap fee in order to update staff's fully burdened hourly rate and cost increases for necessary supplies and materials to perform this work. No other changes are proposed by Public Works.

In calculating the revised fees, except in those cases where (1) the fee is changed due to the terms of a contract with a third party for the provision of services, and (2) the changes in the fee are the result of new federal or state requirements, the changes are based on the amount of time spent by each personnel classification to accomplish the activity for which the fee applies, multiplied by the fully burdened hourly rate for the classification.

Data indicating the amount of cost, or estimated cost, of providing the services for which the fee or service charge is levied, and the source of all revenues anticipated to provide the services, to the extent required, is available for review in the City Clerk's office.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT:**

The proposed changes to the City's Schedule of Miscellaneous Fees are not subject to the requirements of CEQA pursuant to section 15273(a), Rates, Tolls, Fares, and Charges, of the CEQA Guidelines, which states that "CEQA does not apply to the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, and other charges by public agencies which the public agency finds are for the purpose of meeting operating expenses, including employee wage rates and fringe benefits."

**FISCAL IMPACT:**

These changes would modestly increase revenue and have a net result in approaching full cost recovery.

Prepared By: Holly Savage, Executive Assistant to the City Attorney

Reviewed By: Morgan Foley, City Attorney

Approved By: Graham Mitchell, City Manager

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**Attachments**

Resolution

Redlined Proposed Changes

RESOLUTION NO. 0\_\_-23

RESOLUTION OF THE EL CAJON CITY COUNCIL AMENDING  
RESOLUTION NO. 71-93 PERTAINING TO FEES FOR CITY SERVICES

WHEREAS, at the City Council meeting on April 25, 2023, staff recommended to the City Council that in an effort to achieve recovery of staff costs, it is necessary to update and revise some of the fees charged by the City of El Cajon to provide City services without adversely impacting the City's general fund; and

WHEREAS, in order to recover these costs, it is necessary to establish new fees and modify current fees by amending the Schedule of Miscellaneous Fees; and

WHEREAS, as required by Article XIII C of the California Constitution and California law, cities can only charge rates or fees that are equal to or less than the reasonably anticipated costs of providing the service, conferring a benefit, granting a privilege, performing regulatory duties, enforcing laws, or as a condition of property development; and

WHEREAS, in order to recover these costs, it is necessary to adopt new fees and modify current fees, and by amending the Schedule of Miscellaneous Fees; and

WHEREAS, the City Council has previously, by Resolution No. 71-93, and amended by numerous prior resolutions, the last of which was Resolution No. 033-22, adopted and maintained a Schedule of Miscellaneous Fees; and

WHEREAS, following a properly noticed public hearing at which oral and written testimony was received and considered, the City Council has determined that it is in the best interest of the City to adjust fees for City services.

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

1. The El Cajon City Council hereby approves adjustment of fees for City services pursuant to the Schedule of Miscellaneous Fees attached hereto as Exhibit "A" and made a part hereof by this reference.

2. The Schedule of Miscellaneous Fees, as initially established by Resolution No. 71-93 and amended as set forth in the recitals above, is hereby amended to include said fee adjustments. Except as otherwise provided herein, any fees described on the Schedule of Miscellaneous Fees in conflict with the fees established or increased by this Resolution shall be void and of no force and effect.

3. This Resolution shall take effect immediately upon its adoption, and the fee changes will take effect on July 1, 2023.

## SCHEDULE OF MISCELLANEOUS FEES

Effective 07/01/23

(Amended by Resolution No. 0\_\_-23)

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
<b>CITY CLERK</b>		
	Attestation fee	\$10.00
	Certification of documents	\$10.00
	Conformed copy of Recorded Document	County Recorder fee
	Copies (Standard size paper)	\$.04 per page (plus actual cost of employee's time to copy records)
	Copies of FPPC filings	\$.04 per page (plus actual cost of employee's time to copy records)
	+ retrieval fee for copies more than five (5) years old	\$5.00 per request
	DVD /CD / USB flash drive (copies of hearings, etc.)	\$15.00
	Municipal Code (CD ROM Version of Quarterly Supplements)	\$100.00
	Municipal Code (hard copy)	\$360.00
	Municipal Code supplements	\$50.00
	Public Hearing (including appeals)	\$1,100.00
	Recording fee	\$13.00 + County Recorder fees
	Request for Appeal to City Council (non-public hearing)	\$50.00
	Public hearing item that is referred to Planning Commission/City Council for new public hearing	Varies (actual costs of legal advertising and notifying property owners)
	<b><u>Records Requests:</u></b>	
	Public Records Request to include NFIRS, Patient Care Report (if available), and Fire Investigation Narrative	\$.04 per page (plus actual cost of employee's time to copy records) for paper copies only
	Individual photographs (if available)	Actual cost
	Photographs on CD (if available)	\$10.00 per incident
	<b><u>Subpoenas:</u></b>	
	Civil Subpoena – Business Records	\$15.00
	Civil Subpoena – Employee Witness Fee	\$275.00 – All employees (per day)
<b>COMMUNITY DEVELOPMENT</b>		
Building Safety		
	<b><u>Copies:</u></b>	
	Building permits	\$2.00 first page
	Additional pages	\$1.00 each additional page
	Blueprint copies	\$2.00 setup
	Per page	\$5.00 each page

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	Archive fee	
	Permit documents	\$4.00 (base fee)
	Plans	\$4.00 (base fee)
	Up to 8 ½ "x 14"	\$.50/sheet
	Over 8 ½ " x 14"	\$2.00/sheet
	CD copy of Plans or Permits	\$16.00
	<b><u>Housing Permit Fee:</u></b>	\$6.00/unit (<25)
		\$5.75/unit (26-50)
		\$5.50/unit (51-99)
		\$5.25/unit (100-199)
		\$5.00/unit (200 or more)
	Unsafe, substandard administrative fee to initiate proceeding	\$615.00
	Solicit bids to clear	\$1,690.00
	<b><u>Building Permit Fees:</u></b>	
	Issuance fee for all permits	\$45.00
	Intake fee for paper plan submittal	\$45.00
	Valuation (based on the amended and adjusted 2022 Valuation Schedule as approved by the San Diego Chapter of ICC):	
	\$1.00 to \$500.00	\$27.09
	\$501.00 to \$2,000.00	\$27.09 for first \$500.00 + \$3.61 each add'l \$100.00 or fraction thereof to & including \$2,000.00
	\$2,001.00 to \$25,000.00	\$81.27 for first \$2,000.00 + \$16.25 each add'l \$1,000.00 or fraction thereof to & including \$25,000.00
	\$25,001.00 to \$50,000.00	\$455.11 for first \$25,000.00 + \$11.74 each add'l \$1,000.00 or fraction thereof to & including \$50,000.00
	\$50,001.00 to \$100,000.00	\$748.59 for first \$50,000.00 + \$8.13 each add'l \$1,000.00 or fraction thereof to & including \$100,000.00
	\$100,001.00 to \$500,000.00	\$1,154.94 for first \$100,000.00 + \$6.32 each add'l \$1,000.00 or fraction thereof to & including \$500,000.00
	\$500,001.00 to \$1,000,000.00	\$3,683.34 for first \$500,000.00 + \$5.42 each add'l \$1,000.00 or fraction thereof to & including \$1,000,000.00
	\$1,000,000.00 and up	\$6,392.34 for first \$1,000,000.00 + \$3.61 each add'l \$1,000.00 or fraction thereof



<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	<b><u>Plan Check Fee:</u></b>	
	65% of Building Permit Fee	
	Technology Maintenance Fee	\$25.00 surcharge on each permit processed
	<b><u>Allocated Fees:</u></b>	
	Building Permit General Plan	\$135.00/building permit
	Maintenance Fee Surcharge	
	Building Permit Code Enforcement Surcharge	
	<u>Valuation</u>	<u>Base Fee Amount</u>
	Up to \$500	\$11.65
	\$501 to \$2,000	\$11.65
	\$2,001 to \$25,000	\$34.95
	\$25,001 to \$50,000	\$195.70
	\$50,001 to \$100,000	\$321.89
	\$100,001 to \$468,000	\$496.62
	Over \$468,000	\$1,500.00
	Planning Division Plan Check	
	Residential Addition / Remodel / Accessory Structure / Patio	\$60.00
	Miscellaneous – Pool / Spa / PV / Retaining Walls / Freestanding Fence and Wall / EV Charging Station / Trash Enclosure / State Exempt ADU and JADU	\$60.00
	New single-family; ADU; duplex; or minor multi-family addition (less than 500 square feet)	\$110.00
	Commercial TI or Minor Commercial Addition (less than 500 sq. ft.)	\$110.00
	Major Commercial Addition or New Commercial Building	\$220.00
	Major Multi-family addition or New Multi-Family Building or Subdivision	\$330.00
	Planning Re-Inspection (after two failed final inspections)	\$110.00 each inspection
	Phased Final Inspection	\$110.00 each inspection
	<b><u>Electrical Fees:</u></b>	
	Issuance Fee	\$45.00
	Electrical devices (switches, lights, outlets, etc.)	\$0.10 per square foot
	Swimming Pool Electrical	\$70.00
	Temporary Power	\$33.00
	Miscellaneous Circuit	\$26.00
	Lighting Fixtures up to 20	\$2.00
	Lighting Fixtures over 20	\$1.00
	Switches, Outlets, Light Outlets up to 20	\$2.00
	Fixed Appliances	\$7.00

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	Sign Electrical – 1 <sup>st</sup> circuit	\$34.00
	Additional Sign Circuit	\$7.00
	Meter Upgrade / Services to 200 Amp	\$43.00
	Meter Upgrade / Services 200 to 1000 Amp	\$88.00
	Meter Upgrade / Services over 1000 Amp	\$176.00
	Generators, Transformers, etc.	As per services of same amperage rating
	PV Systems 1.5 hours P.C. & 1.5 hours inspection time per 10,000 kilowatt or portion thereof	
	PV System (up to 50 modules)	\$250.00
	PV System (51 to 100 modules)	\$360.00
	PV System (each block of 100, or portion thereof, over 100)	\$135.00
	Energy Storage System (battery) with PV	\$115.00
	Energy Storage System (battery) without PV	\$230.00
	Commercial Charging Stations (up to 5)	\$230.00
	Commercial Charging Stations (6 and over)	\$430.00
	<b><u>Plumbing Fees:</u></b>	
	Issuance Fee	\$45.00
	Fixture, Rainwater System	\$17.00
	Building Sewer	\$36.00
	Water Heater	\$17.00
	Gas Piping to Five Outlets	\$12.00
	Gas Piping Each Additional Outlet	\$2.00
	Grease / Oil Interceptor	\$36.00
	Water Pipe / Fill Line	\$17.00
	Drains / Vents / Sewer Cap	\$17.00
	Lawn Sprinkler System	\$17.00
	Vacuum Breaker	\$12.00
	Backflow Prevention Device	\$17.00
	<b><u>Mechanical Fees:</u></b>	
	Issuance Fee	\$45.00
	FAU to 100,000 BTU	\$21.00
	FAU over 100,000 BTU	\$26.00
	Wall Heater / Prefab / Ventless Fireplace	\$21.00
	Residential Air Conditioner / Mini-Split / Heat Pump	\$39.00
	Commercial RTU's / Heat Pump / Package Units btu's	\$52.00
	Mechanical Gas System / Medical	\$13.00
	New / Alter Duct	\$16.00
	Commercial Hood Type I or II	\$52.00
	Boiler / Chiller	\$52.00
	Make-up Air System	\$52.00
	Radiant Heater	\$26.00

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	Cooling Tower	\$26.00
	Residential Kitchen / Bath Exhaust Fans	\$16.00
	Coil / Miscellaneous Mechanical	\$16.00
	Variable Air Volume	\$22.00
	Evaporative Cooler	\$16.00
	Air Handling Unit	\$21.00
	Ventilation Fan (Single Duct) / Clothes Dryer	\$10.00
	<b><u>Fire / Building Permit Fee Schedule – see fees listed under Fire</u></b>	
	<b><u>Building Safety Additional Fees:</u></b>	
	Expedited Plan Check Fee – when available, expedited plan check fee will be charged at the rate of the normal plan fee plus 50% to cover cost of overtime.	
	Condominium Conversion Fee	\$181.00/1 <sup>st</sup> unit \$90.00/additional units
	Building Demolition Permit Fee	Based on Valuation
	Building Permit Extension / Change of Contractor	\$179.00
	Inspections outside of normal business hours:	
	If extension of workday – minimum one hour at 1.5 times fully burdened hourly rate.	
	If not extension of workday, or on weekend – minimum four hours at 1.5 times fully burdened hourly rate.	
	Re-inspection fees (normal business hours) – fully burdened hourly rate.	
	Request for Alternate Methods and Material	1 hour minimum plan check hourly fee
	Temporary Certificate of Occupancy	\$179.00
	Pool Demolition	\$142.00
	Plan Retrieval	\$179.00
	Heartland Fire and Rescue Permit/Plan Review Processing Services	\$45.00
	State Energy Regulations Plan Check fee	10% of plan check fee
	State Accessibility Plan Check fee	10% of plan check fee
	State Cal Green Plan Check fee	10% of plan check fee
	Self-Certification Inspection Review	\$40.00
	Additional plan review at 4 <sup>th</sup> submittal or revisions	Minimum 1 hour at fully burdened rate.
	General Business Fire Inspection	\$30.00
	<b><u>Mobile Home Permits:</u></b>	
	2-19 lots	State Fee: \$40.00
	20-49 lots	State Fee: \$75.00
	50-99 lots	State Fee: \$175.00
	100-249 lots	State Fee: \$400.00
	250-499 lots	State Fee: \$800.00
	500 or more lots	State Fee: \$1,600.00

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
<b>COMMUNITY DEVELOPMENT</b>		
Housing	Annual Participating Lender Fee	\$100.00
	Deed-Restricted Affordable Housing Program Initiation Fee	\$Cost (\$5,000 deposit required for non-public hearing; \$10,000.00 deposit required for public hearing)
	Deed-Restricted Affordable Housing Annual Monitoring Fee	\$100.00 per unit
	Participating Lender Fee	\$250.00
	Reconveyance Fee	\$45.00
	Subordination Fee	\$200.00
	Subordination Fee Re-Check	\$50.00
<b>COMMUNITY DEVELOPMENT</b>		
Planning		
	Archive Fee:	
	Entitlement Permit Plans	\$4.00 Setup fee
	Up to 8½" x 14"	\$.50/sheet
	Over 8½" x 14"	\$2.00/sheet
	<u>Copies:</u>	
	General Plan	
	Text	\$10.00
	Map	\$15.00
	Zoning Map	\$15.00
	Zoning Ordinance (copy on CD)	\$10.00
	Zoning Ordinance (hard copy)	\$25.00
	Standard photocopies	\$.04 per page (plus actual cost of employee's time to copy records)
	Administrative Zoning Permit	\$375.00 (Disabled person license / placard holders applying for shade structures are exempt)
	Adult Entertainment	\$4,000.00
	Agreement Not to Convey Condominium Conversions	\$1,680.00
	Amending Zoning Code	\$2,700.00
	Annexation	\$2,120.00 per acre
	Annual Alcohol Sales Regulatory Fee (Resolution 98-13)	\$0.00
	Appeal to Planning Commission	\$365.00
	Appeal to City Council	\$1,100.00
	Certificate of Compliance	\$1,300.00
	Certificate of Modification	\$1,300.00
	Conditional Use Permit (CUP)	\$5,525.00
	Conditional Use Permit (Minor)	\$2,390.00
	Development Agreement	\$Cost (\$10,000.00 deposit required)

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	Director's Determination	\$155.00
	Environmental Impact Report (EIR)	\$Cost (\$10,000.00 deposit required)
	Extension of Time	\$550.00
	Fish and Game Impact Fee	\$95.00 + pass-thru costs
	General Plan Amendment (GPA)	\$3,680.00
	Historic Resource Designation	\$1,250.00
	Landscape Documentation Package Review	\$430.00
	Lot Line Adjustment	\$1,550.00
	Minor Amendment	\$1,325.00
	Minor Use Permit	\$1,390.00
	Mitigated Negative Declaration / Initial Study	\$5,900.00 + \$263.00 for each required report (up to two reviews)
	Negative Declaration / Initial Study	\$5,900.00 + \$263.00 for each required report (up to two reviews)
	Notice of Determination	\$145.00 + pass-thru costs
	Partial Release of Lien (duplicate)	\$34.00 + County Recorder fees
	Planned Residential Development (PRD)	\$7,100.00
	Planned Unit Development (PUD)	\$7,100.00
	Public Hearing Continuance (by applicant)	\$85.00
	Public Hearing item that is referred to the Planning Commission/City Council	Varies (actual costs of legal advertising and notifying property owners)
	Re-inspection Fee	Fully burdened hourly rate
	Sign Application	
	Director	\$543.00
	Planning Commission	\$1,390.00
	Staff	\$115.00
	Site Development Plan (SDP)	\$4,095.00
	Specific Plan (SP)	\$6,900.00
	Substantial Conformance Review	\$385.00
	Temporary Use Permit (TUP)	\$195.00
	Temporary Use Permit (TUP) Expedited	\$254.00
	Tentative Parcel Map (TPM)	\$3,885.00 + \$26.00/lot
	Tentative Subdivision Map (TSM)	\$7,005.00 + \$74.00/lot
	Temporary Subdivision Sign Application	\$53.00 application fee + \$105.00 refundable deposit / sign
	Tobacco License Fee	\$709.00
	Variance	\$1,180.00
	Zoning Letter	\$150.00
	Zoning Reclassification (ZR) (including prezoning)	\$4,335.00

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>	
<b>FINANCE</b>			
	Payoff Demand processing fee	\$30.00 per statement	
	Returned check fee	\$25.00	
	Lien Release processing fee	\$13.00 + County Recorder lien release fee	
	Special Operations License Application and Investigation fees		
	Alcohol- and tobacco-free public dances	\$335.00	
	Ambulances	\$335.00	
	Cabarets	\$335.00	
	Card rooms	\$335.00	
	Closing-out sales	\$335.00	
	Escort services	\$335.00	
	Fortune-telling and related occupations	\$335.00	
	Junkyards	\$505.00	
	Massage parlors	\$335.00	
	Pawnbrokers	\$505.00	
	Penny arcades and other games of skill or amusement	\$335.00	
	Poolrooms	\$335.00	
	Private patrol services	\$335.00	
	Public dances	\$335.00	
	Secondhand stores and kiosks	\$505.00	
	Sound trucks	\$335.00	
	Swap meet operations	\$505.00	
	Towing service for city police towing purposes	\$335.00	
	Vehicles for hire	\$335.00	
<b>FIRE</b>			
	<b><u>Fire Permit Fee Schedule</u></b>		
	<u>Description</u>	<u>Current Fee/Unit Basis</u>	<u>Contracted Services</u>
	A.G. Tank Installation	\$202.00	Actual cost +20%
	A.G. Tank Removal	\$202.00	Actual cost +20%
	Business (General) Fire Inspection	\$155.00	Actual cost +20%
	Fire Alarm System <25 devices	\$393.00	Actual cost +20%
	Fire Alarm System 25-75 devices	\$433.00	Actual cost +20%
	Fire Alarm System >75 devices	\$512.00	Actual cost +20%
	Fire Alarm System – for every additional 25 devices above 75 devices	\$125.00	
	Fire Sprinkler <25 heads New	\$393.00	Actual cost +20%
	Fire Sprinkler 25-75 heads New	\$433.00	Actual cost +20%
	Fire Sprinkler >75 heads New	\$512.00	Actual cost +20%
	Fire Sprinkler – for every additional 25 heads above 75 heads New	\$125.00	
	Fire Sprinkler <25 heads TI	\$274.00	Actual cost +20%
	Fire Sprinkler 25-75 heads TI	\$352.00	Actual cost +20%

<u>Department</u>	<u>Fee Description</u>		<u>Current Fee/Unit Basis</u>	
	Fire Sprinkler >75 heads TI	\$430.00		Actual cost +20%
	Fire Sprinkler – for every additional 25 heads above 75 heads TI	\$125.00		
	Fire Extinguisher System (hood)	\$202.00		Actual cost +20%
	Fire Extinguisher System (other)	\$202.00		Actual cost +20%
	Install Compressed Gas System	\$239.00		Actual cost +20%
	Miscellaneous Clearance	\$152.00		Actual cost +20%
	Miscellaneous Review / Inspection	\$152.00		Actual cost +20%
	Standpipe / Riser / Fire Pump	\$239.00		Actual cost +20%
	Tent and Subsequent	\$22.00		Actual cost +20%
	U.G. Tank Installation	\$190.00		Actual cost +20%
	U.G. Water Supply / Private Hydrant	\$202.00		Actual cost +20%
<b><u>Fire Review and Final Fire Clearance of Building and Public Works Permit Applications</u></b>				
	<u>Description</u>	<u>Plan Review</u>	<u>Fire Inspection</u>	<u>Total</u>
	Residential	\$76.00	\$76.00	\$152.00
	Multi-Family	\$114.00	\$114.00	\$228.00
	TI	\$76.00	\$76.00	\$152.00
	Commercial	\$114.00	\$114.00	\$228.00
	Technical Report	\$76.00	\$76.00	\$152.00
	Fire Final for Residential Care Facilities – Elderly	\$60.00	\$60.00	\$120.00
	Miscellaneous Review	\$76.00	\$76.00	\$152.00
	Miscellaneous Clearance	\$76.00	\$76.00	\$152.00
	Grading	\$114.00	\$114.00	\$228.00
<b><u>Permit to Operate under California Fire Code</u></b>				
	<u>Description</u>	<u>Fee</u>		
	Additive Manufacturing	\$146.00		
	Aerosol Products	\$146.00		
	Amusement Buildings	\$146.00		
	Aviation Facilities	\$146.00		
	Carnival & Fairs	\$146.00		
	Cellulose Nitrate Film	\$146.00		
	Combustible Dust-Producing Operations	\$146.00		
	Combustible Fibers	\$146.00		
	Compressed Gases	\$146.00		
	Covered & Open Mall Buildings	\$600.00		
	Cryogenic Fluids	\$146.00		
	Cutting & Welding	\$146.00		
	Dry Cleaners	\$146.00		
	Energy Storage Systems	\$291.00		
	Exhibit & Trade Shows	\$146.00		

<b><u>Department</u></b>	<b><u>Fee Description</u></b>	<b><u>Current Fee/Unit Basis</u></b>
	Explosives	\$159.00
	Fire Hydrants & Valves	\$146.00
	Fireworks	\$159.00
	Flammable & Combustible Liquids	\$146.00
	Floor finishing >350 sq. ft. using Class I or II liquids	\$146.00
	Fruit & Crop Ripening	\$146.00
	Fumigation & Insecticidal Fogging	\$146.00
	Hazardous Materials	\$291.00
	Hazardous Production Materials (HPM) Facilities	\$146.00
	High Piled Storage	\$146.00
	Hot Work Operations	\$146.00
	Industrial Ovens	\$146.00
	Liquefied Petroleum Gas	\$146.00
	Liquid or Gas Vehicles or Equipment in Assembly Building	\$146.00
	Lithium Batteries	\$291.00
	Lumber Yards & Wood Working Plants	\$146.00
	Magnesium	\$146.00
	Miscellaneous Combustible Storage	\$146.00
	Mobile Fueling of Hydrogen-Fueled Vehicles	\$146.00
	Motor Fuel-Dispensing Facilities	\$146.00
	Open Burning	\$146.00
	Open Flames & Candles	\$73.00
	Open Flames & Torches	\$146.00
	Organic Coatings	\$146.00
	Outdoor Assembly Event	\$146.00
	Place of Assembly	\$146.00
	Plant Extraction Systems	\$291.00
	Private Fire Hydrants	\$146.00
	Production Facilities	\$146.00
	Pyrotechnic Special Effects Material	\$159.00
	Pyroxylin Plastics	\$146.00
	Refrigeration Equipment	\$146.00
	Repair Garages & Motor Fuel-Dispensing Facilities	\$146.00
	Rooftop Heliports	\$146.00
	Spraying or Dipping	\$146.00
	Storage of Scrap Tires & Tire Byproducts	\$291.00
	Temp. Membrane Structures, Tents & Canopies	\$128.00
	Tire-Rebuilding Plants	\$291.00
	Waste Handling	\$146.00
	Wood Products	\$146.00
	Additional Permits – Production Facilities	\$159.00
	Additional Permits – Pyrotechnic & Special Events	\$159.00
	Additional Permits – Live Audiences	\$159.00



<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	<b><u>State Mandated Annual Inspections</u></b>	
	<u>Description</u>	<u>Fee</u>
	Apartment, Hotel, Motel Inspections (1-14)	\$72.00
	Apartment, Hotel, Motel Inspections (15-50)	\$114.00
	Apartment, Hotel, Motel Inspections (51-100)	\$165.00
	Apartment, Hotel, Motel Inspections (101-150)	\$227.00
	Apartment, Hotel, Motel Inspections (151-200)	\$310.00
	Apartment, Hotel, Motel Inspections (201-250)	\$350.00
	Apartment, Hotel, Motel Inspections (251-300)	\$392.00
	Apartment, Hotel, Motel Inspections (301-350)	\$433.00
	Apartment, Hotel, Motel Inspections (351-400)	\$475.00
	Apartment, Hotel, Motel Inspections (>400)	\$516.00
	Care Facility Annual <25	\$146.00
	Care Facility Annual ≥25	\$219.00
	Care Facility Fire Clearance <25	\$146.00
	Care Facility Fire Clearance ≥25	\$219.00
	Care Facility Pre-Inspection <25 (by State law)	\$25.00
	Care Facility Pre-Inspection ≥25 (by State law)	\$50.00
	Daycare / In-home Care Licensing	\$146.00
	Fire Clearance Pre-Inspection 25 or fewer people	\$50.00
	Fire Clearance Pre-Inspection 26 or more people	\$100.00
	Mid-High Rise	\$291.00
	High-Rise (Over 75 feet)	\$291.00
	Institutional Occupancies	\$146.00
	Large Family Day Care	\$73.00
	Medical / Hospital Inspection	\$1,800.00
	<b><u>Expedited Plan Check Fee:</u></b>	
	Expedited Plan Check Fee – when available, expedited plan check fee will be charged at the rate of the normal plan fee plus 50% to cover cost of overtime.	
	<b><u>Weed Abatement:</u></b>	
	The fee for abatement shall be the actual cost of the abatement which may include, but is not limited to, city staff abatement (supplies/resources) and/or contractor costs.	
	<b><u>Fire Permit Fee:</u></b>	
	The fee for re-inspection on any Fire Permit shall be zero cost upon 2 <sup>nd</sup> inspection. Upon the 3 <sup>rd</sup> and each subsequent inspection the fee shall be \$155.00.	
	<b><u>Emergency Responses:</u></b>	
	False Alarm - Upon 3 <sup>rd</sup> and each subsequent false Fire response at the same address within a twelve-month period, as defined in Title 8 Health and Safety Code	\$225.00 upon 3 <sup>rd</sup> (plus processing fee, if applicable) \$75.00 each subsequent (4 <sup>th</sup> , 5 <sup>th</sup> , etc.) (plus processing fee, if applicable)

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	<b><u>Emergency Medical Services (EMS):</u></b>	
	Non-Transport:	
	Basic Life Support (BLS) Assessment	\$0.00
	Advanced Life Support (ALS) Assessment	\$0.00
	Transport:	
	Basic Life Support (BLS) Transport	\$1,478.19
	Advanced Life Support (ALS) Transport	\$2,606.18
	Advanced Life Support (ALS) Transport (Level 2)	\$2,894.12
	Transport Mileage	\$51.72 per mile
	Pre-Hospital Medical Supplies	Varies
	<b><u>Processing and Payment Fees:</u></b>	
	Payment processing fee (online payment fee for Fire Inspection and Permit Fee collection system – Fire Recovery USA or similar)	Processing fee set by contract, if applicable
<b>PARKS &amp; RECREATION</b>		
<b>Recreation Center / Park / Field Fee Schedule</b>		
I. Center / Park Basic Use Fees		
All "per hour" fees are charged per hour or fraction thereof.		
The following fee schedule shall in all instances apply to <u>all</u> classifications except Class 1.		
	a. Center Meeting Room	\$14.00 per hour, minimum 3 hours. Private Parties: \$24.00 per hour, minimum 3 hours.
	b. Center Kitchen	\$20.00 per use, must be in conjunction with room rental.
	c. Center Gymnasium	\$50.00 per hour, minimum 2 hours. Use must be compatible with normal gymnasium use.
	d. Fletcher Hills Center Backyard	\$15.00 per hour, minimum 3 hours.
	e. Fletcher Hills Swimming Pool	\$80.00 per hour, minimum 2 hours, plus Extra City Staff Services fee. Minimum of two City certified lifeguards on duty at all times.
	f. Kennedy Skatepark	\$30.00 per hour, minimum 2 hours, plus Extra City Staff Services fee. Minimum of two staff required. Light use an additional \$16.00 per hour.
	g. Wells Center Back Lawn	\$30.00 per hour, minimum 3 hours.
	h. Wells Park Mini-Pitch Soccer Court	\$75.00 per hour, minimum 2 hours, plus Extra City Staff Services fee. Minimum of two staff required. Light use is an additional \$16.00 per hour.

<b>Department</b>	<b>Fee Description</b>	<b>Current Fee/Unit Basis</b>
<b>II. Special Use Fees</b>		
In addition to the basic rental fees as set forth in the fee schedule, additional fees will be charged for the following activities or services regardless of usage classifications.		
	a. Dog shows (AKC sanction or practice, but not to include business meetings where dogs are not present)	\$120.00 per event.
	b. Extra City Staff Services (Applies to all Classifications except Class 1)	\$25.00 per hour per staff member required, minimum 2 hours.
	c. Commercial Uses (Class 5)	\$35.00 per hour, minimum 4 hours.
	d. Cancellation / Damage / Cleaning Deposits Recreation Centers / Parks	\$50.00 minimum - \$150.00 maximum.
	e. Concession Stand	\$125.00 per month.
	f. Complete Party Package (including, but not limited to, food and decorations)	Actual Cost + 20%
<b>III. Field Basic Use Fees</b>		
Applies to Classes 2, 3, 4 and 5 for fields controlled by the Parks & Recreation Department.		
	a. Field reservation (baseball, softball, football, soccer) Supported Youth League *	\$20.00 per hour, minimum 2 hours. No fee.
	b. Light Use Fee	\$16.00 per hour, minimum 2 hours.
	c. Field preparation (dragging, wetting down and marking)	\$100.00 per prep.
	d. Ball field bases fee	\$30.00 flat fee.
* Supported Youth League, a league having met the criteria established by City Council as qualifying for the Youth League Utility Support Program. Refer to City Council Policy E-8, Youth Sports League Utility Support Program.		
<b>IV. Open Play Gym Fees</b>		
	a. Open Play Annual Card (basketball, volleyball, pickleball)	\$20.00 for annual card. \$10.00 Senior / Teen discount fee.
	b. Replacement for any Open Play Annual Card	\$5.00 for remainder of annual card.
<b>Leasable Park Spaces Fee Schedule</b> <b>(Judson Park / Renette Plaza / Kennedy Park North Lawn / Hillside Upper Park / Wells Park Unlit Field)</b>		
All "per hour" fees are charged per hour or fraction thereof.		
<b>I. Basic Use Fees</b>		
	a. Small Event (50 or fewer people)	\$100.00 per event. Private Parties: \$150.00 per event.
	b. Large Event (51 – 250 people)	\$250.00 per event. Private Parties: \$300.00 per event.
	c. Festivals or Community Events (over 250 people)	\$500.00 per day.

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
II. Special Use Fees		
All Special Use Fees are in addition to Basic Use Fees.		
	a. Cancellation / Damage / Cleaning Deposit	\$100.00 minimum - \$500.00 maximum.
	b. Musical Presentations	
	1. Single event	\$200.00 flat fee.
	2. Series	\$300.00 per day.
	c. Commercial Use	\$35.00 per hour minimum 8 hours.
	d. Extra City Staff Services	\$25.00 per hour per staff member, minimum 2 hours.
	e. Security Personnel (per security person)	See Current Schedule
<b>Prescott Promenade Fee Schedule</b>		
All "per hour" fees are charged per hour or fraction thereof.		
I. Basic Use Fees		
	a. Small event (50 or fewer people)	\$100.00 per event. Private Parties: \$150.00 per event.
	b. Large event (51 to 250 people)	\$250.00 per event. Private Parties: \$300.00 per event.
	c. Festivals or Community Events	
	1. Small (251-500 people per day)	\$500.00 per day.
	2. Large (more than 500 people per day)	\$1,000.00 per day.
II. Special Use Fees		
All Special Use Fees are in addition to Basic Use Fees.		
	a. Alcohol Use(ABC license, security, and certificate of insurance required)	\$25.00 per hour, minimum 4 hours.
	b. Commercial use	\$35.00 per hour, minimum 8 hours.
	c. Extra City Staff Services	\$25.00 per hour per staff member, minimum 2 hours.
	d. Alley Closure "Simple"	\$150.00 per day.
	e. Cancellation/Damage/Cleaning Deposit	\$100.00 minimum - \$500 maximum.
	f. Power Use	\$50.00 per day.
	g. Security Personnel (per security person)	See Current Schedule.
	h. Steam Cleaning Deposit *	
	1. Small Event/Festival	\$250.00 per day.
	2. Large Event/Festival	\$850.00 per day.
* Steam Cleaning Deposit – User will be charged or credited per actual invoice.		

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
<b>Ronald Reagan Community Center Fee Schedule</b>		
All "per hour" fees are charged per hour or fraction thereof.		
<b>I. Basic Use Fees</b>		
	a. Full auditorium; includes two (2) patios (4 hours minimum use)	\$100.00 per hour. Private Parties: \$125.00 per hour.
	b. East auditorium; includes one (1) patio (2 hours minimum use)	\$75.00 per hour. Private Parties: \$100.00 per hour.
	c. West auditorium; includes one (1) patio (2 hours minimum use)	\$50.00 per hour. Private Parties: \$75.00 per hour.
	d. Kitchen	\$75.00 per use, must be in conjunction with hall rental.
	e. Bridal Suite	\$50.00 per use, must be in conjunction with hall rental.
<b>II. Set-up Fees</b>		
All set-up and take-down must be done by Ronald Reagan Community Center staff. Equipment includes P.A. system, podiums, tables and chairs.		
	a. Full auditorium	\$90.00
	b. East room	\$60.00
	c. West room	\$50.00
<b>III. Special Use Fees</b>		
	a. Extra City Staff Services	\$25.00 per hour per staff person, minimum 2 hours.
	b. Alcohol use (ABC license may be required)	\$25.00 per hour, minimum 4 hours.
	c. Non-Operations Use (holidays, weekends, weekdays before/after hours, etc.)	\$50.00 per hour.
	d. Commercial use	\$35.00 per hour, minimum 4 hours.
	e. Non-resident fee (Class 4 and 5 users)	\$30.00 per hour.
	f. Security personnel (per security person)	See current schedule.
	g. Coffee service	See current schedule.
<b>IV. Special Equipment Use</b>		
	a. Bar	\$30.00 each per day.
	b. Piano	\$50.00 per day.
	c. Stage/Backdrops (6 ft. x 8 ft. – includes drapes)	\$50.00 per day.
	d. Dance floor	\$80.00 per day.
	e. Audio Visual / Presentation Equipment	\$150.00 per day.
	f. Portable Patio Heaters	\$40.00 each per day.
<b>V. Cleaning/Security/Reservation Deposit</b>		
	a. Non-alcohol use	\$250.00
	b. Alcohol use	\$500.00

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
<b>Recreation Special Revenue Fund</b>		
The Director of Parks & Recreation is authorized to establish and implement Recreation Activity fees by category at cost recovery rates. The cost recovery rate may be amended as a necessity by City Council action. 2022 recovery rates are as follows:		
I. Recreation Special Revenue Fund Recovery Rate – Fee Classes		75% - Youth Instructional Programs 50% - Youth Sports Leagues 80% - Aquatics 100% - Adult Sports Leagues 90% - Adult Instructional Programs 50% - Senior Instructional Programs
<b>Community Services</b>		
Signs to be purchased by the public		
I. No Trespass / Lodging signs	a. Vinyl Window Cling	\$5.00
	b. Corrugated Cardboard with window suction cups	\$10.00
	c. 12 x 18 Metal Sign	\$15.00
	d. 18 x 24 Metal Sign	\$25.00
<b>POLICE</b>		
	Audio Reproduction Fee	\$45.00
	Body Worn Camera (BWC) Footage Reproduction	\$90.00
	Civil Subpoena – Business Records	\$15.00
	Civil Subpoena – Employee Witness Fee	\$275.00 – PD Employee (per day) \$275.00 – Peace Officer (per day)
	Copies	\$.04 per page (plus actual cost of employee's time to copy records)
	Copy of Call for Service (CFS) Report	\$1.00
	Copy of Police Report	\$10.00
	False Alarm Business License Tax (Upon 3 <sup>rd</sup> and each subsequent false Police or Fire alarm at the same address within a twelve-month period)	\$225.00 upon 3 <sup>rd</sup> (plus processing fee, if applicable) \$75.00 each subsequent (4 <sup>th</sup> , 5 <sup>th</sup> , etc.) (plus processing fee, if applicable)
	Fingerprint Fee (Inked)	\$20.00
	Fingerprint (LIVESCAN Fee)	\$35.00
	Massage License Fee	\$300.00
	Parking Citation – online payment	\$3.50 processing fee
	Pawnbroker and Secondhand Dealer License Renewal Fee	\$640.00
	Private Property Towing Administration Fee	\$40.00
	Vehicle Impound Fee:	
	Release of Impounded Vehicles	\$135.00
	Release of Impounded Vehicles Unlicensed/Revoked/Suspended	\$150.00
	Vehicle Repossession Fee	\$15.00
	VIN Verification	\$5.00
	VISA/Clearance Letter Fee:	
	Formal Letter	\$15.00
	Formal Letter with Notarization	\$25.00

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	<b>Photograph Reproduction:</b>	
	Administrative Fee Research photo files, obtain clearances, package and mail	\$25.00
	<b>Per Unit Charges</b>	
	Black & White and Color	
	4 x 5	\$5.00
	5 x 7	\$6.00
	8 x 10	\$8.00
	Polaroid – Black & White and Color	\$5.00
	Proofs/Contact Sheets – Black & White and Color	\$8.00
<b>PUBLIC WORKS</b>		
	1911 Act Petition (up to 5 parcels)	\$1,600.00
	1911 Act Petition (each additional parcel)	\$95.00
	BMP Facility Maintenance Agreement	\$620.00
	Building Permit Review – Estimated Value < \$80,000.00:	
	Single Family Residential	\$870.00
	Multi-Family, Commercial or Industrial	\$1,280.00
	Subdivision Master Building Permit	\$1,280.00
	Minor Building Review; Addition of 400 square feet; or Added Plumbing Fixtures	\$350.00
	Building Permit Review – Estimated Value > \$80,000.00:	
	Single Family Residential	\$870.00
	Multi-Family, Commercial or Industrial	\$1,280.00
	Subdivision Master Building Permit	\$1,280.00
	Minor Building Review; Addition of 400 square feet; or Added Plumbing Fixtures	\$320.00
	Building Permit Review – Storm Water Fees	
	Single Family Residential	\$240.00
	Multi-Family or Commercial	\$660.00
	Subdivision Master Building Permit	\$660.00
	Inspection Fees	\$90.00
	Certificate of Correction for Subdivision Maps	\$750.00
	Condo Conversions CC&Rs and/or SW Mtce/Ops Plan Review	\$350.00
	Condo Conversions Storm Water Site Plan and/or BMP Facilities Agreements Review	\$350.00
	Copies	
	Maps and Plans	\$5.00/sheet
	Documents	\$.04 per page (plus actual cost of employee's time to copy records)
	Deed / Easement Prep / Quitclaim / LLA Deed Review	\$1,200.00
	Drainage Study Review	\$1,890.00
	Dumpster Permit	\$128.00
	Encroachment Permit	
	Level One	\$135.00
	Level Two	\$450.00

<b><u>Department</u></b>	<b><u>Fee Description</u></b>	<b><u>Current Fee/Unit Basis</u></b>
	Level Three	\$580.00
	Encroachment (Plan Review Inspection – per hour)	\$100.00
	Erosion/Sediment Control Plans >200 sq. ft. (Remodels, Pools, Additions, Walls)	\$110.00
	Erosion/Sediment Control Plan Review when Grading/Drainage Plan is not required	\$600.00
	Erosion/Sediment Control Plan Review when Grading/Drainage Plan is required	\$875.00
	Erosion/Sediment Control (per Inspection)	\$90.00
	Erosion/Sediment Control Site Inspection for NPDES Compliance (includes 1-10 inspections)	\$500.00 + 0.5%
	Extension of Time for Tentative Subdivision and Parcel Maps No Hearing	\$425.00
	Extension of Time for Tentative Subdivision and Parcel Maps Hearing (includes Notice of Public Hearing cost)	\$1,050.00
	Final Parcel Map Check (up to four (4) lots)	\$5,530.00
	Final Subdivision Map Check (1 <sup>st</sup> five (5) lots)	\$7,325.00
	Final Subdivision Map Check (each additional lot)	\$200.00
	GIS Fees	Actual cost of employees' time
	Grading/Drainage Plan Review (including precise grading plans for new structures)	5% of 1 <sup>st</sup> \$50,000 of estimated site improvement costs + 3% of costs between \$50,000 and \$100,000, 2% of costs between \$100,000 and \$250,000, 1% of costs above \$250,000 (minimum of \$1,000)
	Grading/Drainage Construction Inspection: with Erosion Control Site Inspection	3.5% of the estimated cost of construction with a minimum of \$500 + (Erosion Control Site Inspection \$500 + 0.5% of estimated cost of construction)
	Hold Harmless Agreement (HHA) preparation	\$900.00
	Hydrology Study Limited	\$350.00
	Improvement Construction Inspection	3.5% of the estimated cost of construction (minimum \$500.00) (Soil Testing not included)
	Improvement Plan Check (including improvement plans for private sewer mains)	6.5% of 1 <sup>st</sup> \$50,000 of estimated site improvement costs, 4% of costs between \$50,000 and \$100,000, 1.5% of costs between \$100,000 and \$250,000, and 1% of costs >\$250,000, with a \$1,000 minimum; 1% of estimate for each review after three (3)
	Inspection of restaurant Annual inspection required	\$130.00
	Inspection of Small or Medium High <100,000 sq. ft. Priority Commercial/Industrial Facilities Annual Inspection Required	\$280.00
	Inspection of Small or Medium High <100,000 sq. ft. Priority Commercial/Industrial Facilities Annual Inspection Required	\$500.00
	Lien Contract Preparation	\$900.00
	Lien Contract Release	\$30.00
	Outdoor Dining or Sidewalk Vending Permit – Annual Fee	\$340.00



<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	Oversize/Overload Permit (max as permitted by State)	
	Single fee	Set by State – currently \$16.00
	Annual fee	Set by State – currently \$90.00
	PRD – Engineering Fees	\$900.00
	PRD – Storm Water Fees	\$900.00
	Public Service Sign (Installation)	\$620.00
	Public Service Sign (Replacement)	\$360.00
	Reversion to Acreage	\$3,900.00
	Restaurant FOG Building Permit Fee	\$225.00
	Septic Tank Hauler's Discharge Fee	\$9.86/100 gallons
	Sewer Lateral Video Review	\$200.00
	Sewer Wet Tap Fee	\$900.00
	Special Event – Prepare Traffic Plan (Major)	\$1,400.00
	Special Event – Prepare Traffic Plan (Minor)	\$495.00
	Special Event – Traffic Control (per hour per crew)	\$480.00
	Special Event – Traffic Plan Review	\$394.00
	Street Light Inspection per Light (Amount includes est. \$90.00 energizing fee from SDG&E)	\$500.00
	Street or Public Service Easement Vacation	
	(with Public Hearing)	\$1,900.00
	(without Public Hearing)	\$700.00
	Standard Urban Storm Water Mitigation Plan (SUSMP) Project Plan Review (required if High Priority Project) (three (3) Plan Checks (min))	\$4,030.00
	Conceptual SUSMP Project Plan Review	\$2,025.00
	Priority Development Project (PDP) SUSMP Storm Water Mitigation Plan (SWMitP) Review	\$2,025.00
	Additional Plan Check	\$160.00 each
	SUSMP BMP Inspection	
	1-3 Features	\$270.00
	>3 Features	\$360.00
	SWPPP Review (>1 acre)	\$1,100.00
	Subdivision Agreement Preparation	\$1,750.00
	Traffic Control Plan Review	\$300.00
	Traffic Impact Study Review	\$1,000.00
	Trash Enclosure Building Permit Review	\$140.00
	Utility Permit Fee	
	Utility Permit - Level One	\$500.00
	Utility Permit - Level Two	\$850.00
	Utility Permit - Level Three	\$850.00 + additional inspection hours

**SCHEDULE OF MISCELLANEOUS FEES**

Effective 07/01/23

**(Amended by Resolution No. 0\_\_-23)**

<b><u>Department</u></b>	<b><u>Fee Description</u></b>	<b><u>Current Fee/Unit Basis</u></b>
<b>CITY CLERK</b>		
	Attestation fee	\$10.00
	Certification of documents	\$10.00
	Conformed copy of Recorded Document	County Recorder fee
	Copies (Standard size paper)	\$.04 per page (plus actual cost of employee's time to copy records)
	Copies of FPPC filings	\$.04 per page (plus actual cost of employee's time to copy records)
	+ retrieval fee for copies more than five (5) years old	\$5.00 per request
	DVD /CD / USB flash drive (copies of hearings, etc.)	\$15.00
	Municipal Code (CD ROM Version of Quarterly Supplements)	\$100.00
	Municipal Code (hard copy)	\$360.00
	Municipal Code supplements	\$50.00
	Public Hearing (including appeals)	<del>\$945.00</del> 1,100.00
	Recording fee	\$13.00 + County Recorder fees
	Request for Appeal to City Council (non-public hearing)	\$50.00
	Public hearing item that is referred to Planning Commission/City Council for new public hearing	Varies (actual costs of legal advertising and notifying property owners)
	<b><u>Records Requests:</u></b>	
	Public Records Request to include NFIRS, Patient Care Report (if available), and Fire Investigation Narrative	\$.04 per page (plus actual cost of employee's time to copy records) for paper copies only
	Individual photographs (if available)	Actual cost
	Photographs on CD (if available)	\$10.00 per incident
	<b><u>Subpoenas:</u></b>	
	Civil Subpoena – Business Records	\$15.00
	Civil Subpoena – Employee Witness Fee	\$275.00 – All employees (per day)
<b>COMMUNITY DEVELOPMENT</b>		
Building Safety		
	<b><u>Copies:</u></b>	
	Building permits	\$2.00 first page
	Additional pages	\$1.00 each additional page
	Blueprint copies	\$2.00 setup
	Per page	\$5.00 each page
	Archive fee	

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	Permit documents	\$4.00 (base fee)
	Plans	\$4.00 (base fee)
	Up to 8 ½ "x 14"	\$.50/sheet
	Over 8 ½ " x 14"	\$2.00/sheet
	CD copy of Plans or Permits	\$16.00
	<b><u>Housing Permit Fee:</u></b>	\$6.00/unit (<25)
		\$5.75/unit (26-50)
		\$5.50/unit (51-99)
		\$5.25/unit (100-199)
		\$5.00/unit (200 or more)
	Unsafe, substandard administrative fee to initiate proceeding	\$615.00
	Solicit bids to clear	\$1,690.00
	<b><u>Building Permit Fees:</u></b>	
	Issuance fee for all permits	\$45.00
	Intake fee for paper plan submittal	\$45.00
	Valuation (based on the amended and adjusted <del>2020-2022</del> Valuation Schedule as approved by the San Diego Chapter of ICC):	
	\$1.00 to \$500.00	\$27.09
	\$501.00 to \$2,000.00	\$27.09 for first \$500.00 + \$3.61 each add'l \$100.00 or fraction thereof to & including \$2,000.00
	\$2,001.00 to \$25,000.00	\$81.27 for first \$2,000.00 + \$16.25 each add'l \$1,000.00 or fraction thereof to & including \$25,000.00
	\$25,001.00 to \$50,000.00	\$455.11 for first \$25,000.00 + \$11.74 each add'l \$1,000.00 or fraction thereof to & including \$50,000.00
	\$50,001.00 to \$100,000.00	\$748.59 for first \$50,000.00 + \$8.13 each add'l \$1,000.00 or fraction thereof to & including \$100,000.00
	\$100,001.00 to \$500,000.00	\$1,154.94 for first \$100,000.00 + \$6.32 each add'l \$1,000.00 or fraction thereof to & including \$500,000.00
	\$500,001.00 to \$1,000,000.00	\$3,683.34 for first \$500,000.00 + \$5.42 each add'l \$1,000.00 or fraction thereof to & including \$1,000,000.00
	\$1,000,000.00 and up	\$6,392.34 for first \$1,000,000.00 + \$3.61 each add'l \$1,000.00 or fraction thereof
	<b><u>Plan Check Fee:</u></b>	
	65% of Building Permit Fee	
	Technology Maintenance Fee	\$25.00 surcharge on each permit processed

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>	
	<b><u>Allocated Fees:</u></b>		
	Building Permit General Plan	\$135.00/building permit	
	Maintenance Fee Surcharge		
	Building Permit Code Enforcement Surcharge		
	<u>Valuation</u> <u>Base Fee Amount</u>	<u>Add'l Charge Per Unit</u>	
	Up to \$500	\$11.65	None
	\$501 to \$2,000	\$11.65	\$1.55 per unit of 1,000
	\$2,001 to \$25,000	\$34.95	\$6.99 per unit of 1,000
	\$25,001 to \$50,000	\$195.70	\$5.05 per unit of 1,000
	\$50,001 to \$100,000	\$321.89	\$3.50 per unit of 1,000
	\$100,001 to \$468,000	\$496.62	\$2.72 per unit of 1,000
	Over \$468,000	\$1,500.00	
	Planning Division Plan Check		
	Residential Addition / Remodel / Accessory Structure / Patio	\$60.00	
	Miscellaneous – Pool / Spa / PV / Retaining Walls / Freestanding Fence and Wall / EV Charging Station / Trash Enclosure / State Exempt ADU and JADU	\$60.00	
	New single-family; ADU; duplex; or minor multi-family addition (less than 500 square feet)	\$110.00	
	Commercial TI or Minor Commercial Addition (less than 500 sq. ft.)	\$110.00	
	Major Commercial Addition or New Commercial Building	\$220.00	
	Major Multi-family addition or New Multi-Family Building or Subdivision	\$330.00	
	Planning Re-Inspection (after two failed final inspections)	\$110.00 each inspection	
	Phased Final Inspection	\$110.00 each inspection	
	<b><u>Electrical Fees:</u></b>		
	Issuance Fee	\$45.00	
	Electrical devices (switches, lights, outlets, etc.)	\$0.10 per square foot	
	Swimming Pool Electrical	\$70.00	
	Temporary Power	\$33.00	
	Miscellaneous Circuit	\$26.00	
	Lighting Fixtures up to 20	\$2.00	
	Lighting Fixtures over 20	\$1.00	
	Switches, Outlets, Light Outlets up to 20	\$2.00	
	Fixed Appliances	\$7.00	
	Sign Electrical – 1 <sup>st</sup> circuit	\$34.00	
	Additional Sign Circuit	\$7.00	
	Meter Upgrade / Services to 200 Amp	\$43.00	

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	Meter Upgrade / Services 200 to 1000 Amp	\$88.00
	Meter Upgrade / Services over 1000 Amp	\$176.00
	Generators, Transformers, etc.	As per services of same amperage rating
	PV Systems 1.5 hours P.C. & 1.5 hours inspection time per 10,000 kilowatt or portion thereof	
	PV System (up to 50 modules)	\$250.00
	PV System (51 to 100 modules)	\$360.00
	PV System (each block of 100, or portion thereof, over 100)	\$135.00
	Energy Storage System (battery) with PV	\$115.00
	Energy Storage System (battery) without PV	\$230.00
	Commercial Charging Stations (up to 5)	\$230.00
	Commercial Charging Stations (6 and over)	\$430.00
	<b><u>Plumbing Fees:</u></b>	
	Issuance Fee	\$45.00
	Fixture, Rainwater System	\$17.00
	Building Sewer	\$36.00
	Water Heater	\$17.00
	Gas Piping to Five Outlets	\$12.00
	Gas Piping Each Additional Outlet	\$2.00
	Grease / Oil Interceptor	\$36.00
	Water Pipe / Fill Line	\$17.00
	Drains / Vents / Sewer Cap	\$17.00
	Lawn Sprinkler System	\$17.00
	Vacuum Breaker	\$12.00
	Backflow Prevention Device	\$17.00
	<b><u>Mechanical Fees:</u></b>	
	Issuance Fee	\$45.00
	FAU to 100,000 BTU	\$21.00
	FAU over 100,000 BTU	\$26.00
	Wall Heater / Prefab / Ventless Fireplace	\$21.00
	Residential Air Conditioner / Mini-Split / Heat Pump	\$39.00
	Commercial RTU's / Heat Pump / Package Units btu's	\$52.00
	Mechanical Gas System / Medical	\$13.00
	New / Alter Duct	\$16.00
	Commercial Hood Type I or II	\$52.00
	Boiler / Chiller	\$52.00
	Make-up Air System	\$52.00
	Radiant Heater	\$26.00
	Cooling Tower	\$26.00
	Residential Kitchen / Bath Exhaust Fans	\$16.00

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	Coil / Miscellaneous Mechanical	\$16.00
	Variable Air Volume	\$22.00
	Evaporative Cooler	\$16.00
	Air Handling Unit	\$21.00
	Ventilation Fan (Single Duct) / Clothes Dryer	\$10.00
	<b><u>Fire / Building Permit Fee Schedule – see fees listed under Fire</u></b>	
	<b><u>Building Safety Additional Fees:</u></b>	
	Expedited Plan Check Fee – when available, expedited plan check fee will be charged at the rate of the normal plan fee plus 50% to cover cost of overtime.	
	Condominium Conversion Fee	\$181.00/1 <sup>st</sup> unit \$90.00/additional units
	Building Demolition Permit Fee	Based on Valuation
	Building Permit Extension / Change of Contractor	\$179.00
	Inspections outside of normal business hours:	
	If extension of workday – minimum one hour at 1.5 times fully burdened hourly rate.	
	If not extension of workday, or on weekend – minimum four hours at 1.5 times fully burdened hourly rate.	
	Re-inspection fees (normal business hours) – fully burdened hourly rate.	
	Request for Alternate Methods and Material	1 hour minimum plan check hourly fee
	Temporary Certificate of Occupancy	\$179.00
	Pool Demolition	\$142.00
	Plan Retrieval	\$179.00
	Heartland Fire and Rescue Permit/Plan Review Processing Services	\$45.00
	State Energy Regulations Plan Check fee	10% of plan check fee
	State Accessibility Plan Check fee	10% of plan check fee
	State Cal Green Plan Check fee	10% of plan check fee
	<a href="#">Self-Certification Inspection Review</a>	<a href="#">\$40.00</a>
	Additional plan review at 4 <sup>th</sup> submittal or revisions	Minimum 1 hour at fully burdened rate.
	General Business Fire Inspection	\$30.00
	<b><u>Mobile Home Permits:</u></b>	
	2-19 lots	State Fee: \$40.00
	20-49 lots	State Fee: \$75.00
	50-99 lots	State Fee: \$175.00
	100-249 lots	State Fee: \$400.00
	250-499 lots	State Fee: \$800.00
	500 or more lots	State Fee: \$1,600.00

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
<b>COMMUNITY DEVELOPMENT</b>		
Housing	Annual Participating Lender Fee	\$100.00
	<a href="#">Deed-Restricted Affordable Housing Program Initiation Fee</a>	<a href="#">\$Cost (\$5,000 deposit required for non-public hearing; \$10,000.00 deposit required for public hearing)</a>
	<a href="#">Deed-Restricted Affordable Housing Annual Monitoring Fee</a>	<a href="#">\$100.00 per unit</a>
	Participating Lender Fee	\$250.00
	Reconveyance Fee	\$45.00
	Subordination Fee	\$200.00
	Subordination Fee Re-Check	\$50.00
<b>COMMUNITY DEVELOPMENT</b>		
Planning		
	Archive Fee:	
	Entitlement Permit Plans	\$4.00 Setup fee
	Up to 8½" x 14"	\$.50/sheet
	Over 8½" x 14"	\$2.00/sheet
	<u>Copies:</u>	
	General Plan	
	Text	\$10.00
	Map	\$15.00
	Zoning Map	\$15.00
	Zoning Ordinance (copy on CD)	\$10.00
	Zoning Ordinance (hard copy)	\$25.00
	Standard photocopies	\$.04 per page (plus actual cost of employee's time to copy records)
	Administrative Zoning Permit	<del>\$360.00</del> <a href="#">375.00</a> (Disabled person license/placard holders applying for shade structures are exempt)
	Adult Entertainment	\$4,000.00
	Agreement Not to Convey Condominium Conversions	\$1,680.00
	Amending Zoning Code	<del>\$2,600.00</del> <a href="#">2,700.00</a>
	Annexation	\$2,120.00 per acre
	Annual Alcohol Sales Regulatory Fee (Resolution 98-13)	\$0.00
	Appeal to Planning Commission	<del>\$350.00</del> <a href="#">365.00</a>
	Appeal to City Council	<del>\$1,050.00</del> <a href="#">1,100.00</a>
	Certificate of Compliance	<del>\$1,250.00</del> <a href="#">1,300.00</a>
	Certificate of Modification	<del>\$1,240.00</del> <a href="#">1,300.00</a>
	Conditional Use Permit (CUP)	\$5,525.00
	Conditional Use Permit (Minor)	<del>\$2,280.00</del> <a href="#">2,390.00</a>
	Development Agreement	\$Cost (\$10,000.00 deposit required)

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	Director's Determination	<del>\$150.00</del> <u>155.00</u>
	Environmental Impact Report (EIR)	\$Cost (\$10,000.00 deposit required)
	Extension of Time	\$550.00
	Fish and Game Impact Fee	\$95.00 + pass-thru costs
	General Plan Amendment (GPA)	\$3,680.00
	Historic Resource Designation	<del>\$1,200.00</del> <u>1,250.00</u>
	Landscape Documentation Package Review	<del>\$414.00</del> <u>430.00</u>
	Lot Line Adjustment	\$1,550.00
	Minor Amendment	\$1,325.00
	Minor Use Permit	<del>\$1,325.00</del> <u>1,390.00</u>
	Mitigated Negative Declaration / Initial Study	<del>\$5,620.00</del> <u>5,900.00</u> + \$263.00 for each required report (up to two reviews)
	Negative Declaration / Initial Study	<del>\$5,620.00</del> <u>5,900.00</u> + \$263.00 for each required report (up to two reviews)
	Notice of Determination	\$145.00 + pass-thru costs
	Partial Release of Lien (duplicate)	\$34.00 + County Recorder fees
	Planned Residential Development (PRD)	\$7,100.00
	Planned Unit Development (PUD)	\$7,100.00
	Public Hearing Continuance (by applicant)	\$85.00
	Public Hearing item that is referred to the Planning Commission/City Council	Varies (actual costs of legal advertising and notifying property owners)
	Re-inspection Fee	Fully burdened hourly rate
	Sign Application	
	Director	\$543.00
	Planning Commission	<del>\$1,328.00</del> <u>1,390.00</u>
	Staff	\$115.00
	Site Development Plan (SDP)	\$4,095.00
	Specific Plan (SP)	<del>\$6,573.00</del> <u>6,900.00</u>
	Substantial Conformance Review	<del>\$367.00</del> <u>385.00</u>
	Temporary Use Permit (TUP)	\$195.00
	<u>Temporary Use Permit (TUP) Expedited</u>	<u>\$254.00</u>
	Tentative Parcel Map (TPM)	\$3,885.00 + \$26.00/lot
	Tentative Subdivision Map (TSM)	<del>\$6,672.00</del> <u>7,005.00</u> + \$74.00/lot
	Temporary Subdivision Sign Application	\$53.00 application fee + \$105.00 refundable deposit / sign
	Tobacco License Fee	\$709.00
	Variance	<del>\$1,128.00</del> <u>1,180.00</u>
	Zoning Letter	<del>\$147.00</del> <u>150.00</u>
	Zoning Reclassification (ZR) (including prezoning)	\$4,335.00
<b>FINANCE</b>		
	Payoff Demand processing fee	\$30.00 per statement
	Returned check fee	\$25.00
	Lien Release processing fee	\$13.00 + County Recorder lien release fee



<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>	
	Special Operations License Application and Investigation fees		
	Alcohol- and tobacco-free public dances	\$335.00	
	Ambulances	\$335.00	
	Cabarets	\$335.00	
	Card rooms	\$335.00	
	Closing-out sales	\$335.00	
	Escort services	\$335.00	
	Fortune-telling and related occupations	\$335.00	
	Junkyards	\$505.00	
	Massage parlors	\$335.00	
	Pawnbrokers	\$505.00	
	Penny arcades and other games of skill or amusement	\$335.00	
	Poolrooms	\$335.00	
	Private patrol services	\$335.00	
	Public dances	\$335.00	
	Secondhand stores and kiosks	\$505.00	
	Sound trucks	\$335.00	
	Swap meet operations	\$505.00	
	Towing service for city police towing purposes	\$335.00	
	Vehicles for hire	\$335.00	
<b>FIRE</b>			
	<b><u>Fire Permit Fee Schedule</u></b>		
	<b><u>Description</u></b>	<b><u>Current Fee/Unit Basis</u></b>	<b><u>Contracted Services</u></b>
	A.G. Tank Installation	\$202.00	Actual cost +20%
	A.G. Tank Removal	\$202.00	Actual cost +20%
	Business (General) Fire Inspection	\$155.00	Actual cost +20%
	Fire Alarm System <25 devices	\$393.00	Actual cost +20%
	Fire Alarm System 25-75 devices	\$433.00	Actual cost +20%
	Fire Alarm System >75 devices	\$512.00	Actual cost +20%
	<a href="#">Fire Alarm System – for every additional 25 devices above 75 devices</a>	<a href="#">\$125.00</a>	
	Fire Sprinkler <25 heads New	\$393.00	Actual cost +20%
	Fire Sprinkler 25-75 heads New	\$433.00	Actual cost +20%
	Fire Sprinkler >75 heads New	\$512.00	Actual cost +20%
	<a href="#">Fire Sprinkler – for every additional 25 heads above 75 heads New</a>	<a href="#">\$125.00</a>	
	Fire Sprinkler <25 heads TI	\$274.00	Actual cost +20%
	Fire Sprinkler 25-75 heads TI	\$352.00	Actual cost +20%
	Fire Sprinkler >75 heads TI	\$430.00	Actual cost +20%
	<a href="#">Fire Sprinkler – for every additional 25 heads above 75 heads TI</a>	<a href="#">\$125.00</a>	
	Fire Extinguisher System (hood)	\$202.00	Actual cost +20%

<u>Department</u>	<u>Fee Description</u>		<u>Current Fee/Unit Basis</u>	
	Fire Extinguisher System (other)	\$202.00		Actual cost +20%
	Install Compressed Gas System	\$239.00		Actual cost +20%
	Miscellaneous Clearance	\$152.00		Actual cost +20%
	Miscellaneous Review / Inspection	\$152.00		Actual cost +20%
	Standpipe / Riser / Fire Pump	\$239.00		Actual cost +20%
	Tent and Subsequent	\$22.00		Actual cost +20%
	U.G. Tank Installation	\$190.00		Actual cost +20%
	U.G. Water Supply / Private Hydrant	\$202.00		Actual cost +20%
	<b><u>Fire Review and Final Fire Clearance of Building and Public Works Permit Applications</u></b>			
	<u>Description</u>	<u>Plan Review</u>	<u>Fire Inspection</u>	<u>Total</u>
	Residential	\$76.00	\$76.00	\$152.00
	Multi-Family	\$114.00	\$114.00	\$228.00
	TI	\$76.00	\$76.00	\$152.00
	Commercial	\$114.00	\$114.00	\$228.00
	Technical Report	\$76.00	\$76.00	\$152.00
	Fire Final for Residential Care Facilities – Elderly	\$60.00	\$60.00	\$120.00
	Miscellaneous Review	\$76.00	\$76.00	\$152.00
	Miscellaneous Clearance	\$76.00	\$76.00	\$152.00
	Grading	\$114.00	\$114.00	\$228.00
	<b><u>Permit to Operate under California Fire Code</u></b>			
	<u>Description</u>	<u>Fee</u>		
	<a href="#">Additive Manufacturing</a>	<a href="#">\$146.00</a>		
	Aerosol Products	\$146.00		
	Amusement Buildings	<del>\$109.00</del> <a href="#">146.00</a>		
	Aviation Facilities	\$146.00		
	Carnival & Fairs	\$146.00		
	Cellulose Nitrate Film	\$146.00		
	Combustible Dust-Producing Operations	\$146.00		
	Combustible Fibers	\$146.00		
	<del>Combustible Storage, Miscellaneous</del>	<del>\$146.00</del>		
	Compressed Gases	\$146.00		
	Covered <a href="#"> &amp; Open</a> Mall Buildings	\$600.00		
	Cryogenic Fluids	\$146.00		
	Cutting & Welding	\$146.00		
	Dry Cleaners	\$146.00		
	<a href="#">Energy Storage Systems</a>	<a href="#">\$291.00</a>		
	Exhibit & Trade Shows	\$146.00		
	Explosives	\$159.00		
	<a href="#">Fire Hydrants &amp; Valves</a>	<a href="#">\$146.00</a>		
	Fireworks	\$159.00		

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	Flammable & Combustible Liquids	\$146.00
	Floor finishing >350 sq. ft. using Class I or II liquids	<del>\$73.00</del> 146.00
	Fruit & Crop Ripening	\$146.00
	Fumigation & <del>Thermal</del> Insecticides Fogging	<del>\$73.00</del> 146.00
	Hazardous Materials	\$291.00
	<a href="#">Hazardous Production Materials (HPM) Facilities</a>	\$146.00
	High Piled Storage	\$146.00
	Hot Work Operations	\$146.00
	Industrial Ovens	\$146.00
	Liquefied Petroleum Gas	\$146.00
	Liquid or Gas Vehicles or Equipment in Assembly Building	\$146.00
	<del>Live Audiences</del>	<del>\$109.00</del>
	<a href="#">Lithium Batteries</a>	<a href="#">\$291.00</a>
	Lumber Yards & Wood Working Plants	\$146.00
	Magnesium	\$146.00
	<a href="#">Miscellaneous Combustible Storage</a>	<a href="#">\$146.00</a>
	<a href="#">Mobile Fueling of Hydrogen-Fueled Vehicles</a>	<a href="#">\$146.00</a>
	Motor Fuel-Dispensing Facilities	<del>\$109.00</del> 146.00
	Open Burning	<del>\$73.00</del> 146.00
	Open Flames & Candles	\$73.00
	Open Flames & Torches	<del>\$73.00</del> 146.00
	Organic Coatings	\$146.00
	<a href="#">Outdoor Assembly Event</a>	<a href="#">\$146.00</a>
	Place of Assembly	\$146.00
	<a href="#">Plant Extraction Systems</a>	<a href="#">\$291.00</a>
	<a href="#">Private Fire Hydrants</a>	<a href="#">\$146.00</a>
	Production Facilities	\$146.00
	Pyrotechnic Special Effects Material	\$159.00
	Pyroxylin Plastics	\$146.00
	Refrigeration Equipment	\$146.00
	Repair Garages & <a href="#">Motor Fuel-Dispensing Facilities</a>	<del>\$109.00</del> 146.00
	Rooftop Heliports	<del>\$109.00</del> 146.00
	Spraying or Dipping	\$146.00
	Storage of Scrap Tires & Tire Byproducts	<del>\$109.00</del> 291.00
	Temp. Membrane Structures, Tents & Canopies	\$128.00
	Tire-Rebuilding Plants	<del>\$109.00</del> 291.00
	<del>Vehicles Indoors</del>	<del>\$146.00</del>
	Waste Handling	\$146.00
	Wood Products	\$146.00
	<a href="#">Additional Permits – Production Facilities</a>	<a href="#">\$159.00</a>
	<a href="#">Additional Permits – Pyrotechnic &amp; Special Events</a>	<a href="#">\$159.00</a>
	<a href="#">Additional Permits – Live Audiences</a>	<a href="#">\$159.00</a>

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	<b><u>State Mandated Annual Inspections</u></b>	
	<u>Description</u>	<u>Fee</u>
	Apartment, Hotel, Motel Inspections (1-14)	\$72.00
	Apartment, Hotel, Motel Inspections (15-50)	\$114.00
	Apartment, Hotel, Motel Inspections (51-100)	\$165.00
	Apartment, Hotel, Motel Inspections (101-150)	\$227.00
	Apartment, Hotel, Motel Inspections (151-200)	\$310.00
	Apartment, Hotel, Motel Inspections (201-250)	\$350.00
	Apartment, Hotel, Motel Inspections (251-300)	\$392.00
	Apartment, Hotel, Motel Inspections (301-350)	\$433.00
	Apartment, Hotel, Motel Inspections (351-400)	\$475.00
	Apartment, Hotel, Motel Inspections (>400)	\$516.00
	Care Facility Annual <25	\$146.00
	Care Facility Annual ≥25	\$219.00
	Care Facility Fire Clearance <25	\$146.00
	Care Facility Fire Clearance ≥25	\$219.00
	Care Facility Pre-Inspection <25 (by State law)	\$25.00
	Care Facility Pre-Inspection ≥25 (by State law)	\$50.00
	Daycare / In-home Care Licensing	\$146.00
	Fire Clearance Pre-Inspection 25 or fewer people	\$50.00
	Fire Clearance Pre-Inspection 26 or more people	\$100.00
	Mid-High Rise	\$291.00
	High-Rise (Over 75 feet <sup>2</sup> )	\$291.00
	Institutional Occupancies	\$146.00
	Large Family Day Care	\$73.00
	Medical / Hospital Inspection	\$1,800.00
	<b><u>Expedited Plan Check Fee:</u></b>	
	Expedited Plan Check Fee – when available, expedited plan check fee will be charged at the rate of the normal plan fee plus 50% to cover cost of overtime.	
	<b><u>Weed Abatement:</u></b>	
	The fee for abatement shall be the actual cost of the abatement which may include, but is not limited to, city staff abatement (supplies/resources) and/or contractor costs.	
	<b><u>Fire Permit Fee:</u></b>	
	The fee for re-inspection on any Fire Permit shall be zero cost upon 2 <sup>nd</sup> inspection. Upon the 3 <sup>rd</sup> and each subsequent inspection the fee shall be \$155.00.	
	<b><u>Emergency Responses:</u></b>	
	False Alarm - Upon 3 <sup>rd</sup> and each subsequent false Fire response at the same address within a twelve-month period, as defined in Title 8 Health and Safety Code	\$225.00 upon 3 <sup>rd</sup> (plus processing fee, if applicable) \$75.00 each subsequent (4 <sup>th</sup> , 5 <sup>th</sup> , etc.) (plus processing fee, if applicable)

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	<b><u>Emergency Medical Services (EMS):</u></b>	
	Non-Transport:	
	Basic Life Support (BLS) Assessment	\$0.00
	Advanced Life Support (ALS) Assessment	\$0.00
	Transport:	
	Basic Life Support (BLS) Transport	\$1,478.19
	Advanced Life Support (ALS) Transport	\$2,606.18
	Advanced Life Support (ALS) Transport (Level 2)	\$2,894.12
	Transport Mileage	\$51.72 per mile
	Pre-Hospital Medical Supplies	Varies
	<b><u>Processing and Payment Fees:</u></b>	
	Payment processing fee (online payment fee for Fire Inspection and Permit Fee collection system – Fire Recovery USA or similar)	Processing fee set by contract, if applicable

**PARKS & RECREATION**

**Recreation Center / Park / Field Fee Schedule**

I. Center / Park Basic Use Fees

All "per hour" fees are charged per hour or fraction thereof.

The following fee schedule shall in all instances apply to all classifications except Class 1.

	a. Center Meeting Room	\$14.00 per hour, minimum 3 hours. Private Parties: \$24.00 per hour, minimum 3 hours.
	b. Center Kitchen	\$20.00 per use, must be in conjunction with room rental.
	c. Center Gymnasium	\$50.00 per hour, minimum 2 hours. Use must be compatible with normal gymnasium use.
	d. Fletcher Hills Center Backyard	\$15.00 per hour, minimum 3 hours.
	e. Fletcher Hills Swimming Pool	\$80.00 per hour, minimum 2 hours, plus Extra City Staff Services fee. Minimum of two City certified lifeguards on <del>deck</del> -duty at all times.
	f. Kennedy Skatepark	\$30.00 per hour, minimum 2 hours, plus Extra City Staff Services fee. Minimum of two staff required. Light use an additional \$16.00 per hour.
	g. Wells Center Back Lawn	\$30.00 per hour, minimum 3 hours.
	h. Wells Park Mini-Pitch Soccer Court	\$75.00 per hour, minimum 2 hours, plus Extra City Staff Services fee. Minimum of two staff required. Light use is an additional \$16.00 per hour.

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
<b>II. Special Use Fees</b>		
In addition to the basic rental fees as set forth in the fee schedule, additional fees will be charged for the following activities or services regardless of usage classifications.		
	a. Dog shows (AKC sanction or practice, but not to include business meetings where dogs are not present)	\$120.00 per event.
	b. Extra City Staff Services (Applies to all Classifications except Class 1)	\$25.00 per hour per staff member required, minimum 2 hours.
	c. Commercial Uses (Class 5)	\$35.00 per hour, minimum 4 hours.
	d. Cancellation / Damage / Cleaning Deposits Recreation Centers / Parks	\$50.00 minimum - \$150.00 maximum.
	e. Concession Stand	\$125.00 per month.
	f. Complete Party Package (including, but not limited to, food and decorations)	Actual Cost + 20%
<b>III. Field Basic Use Fees</b>		
Applies to Classes 2, 3, 4 and 5 for fields controlled by the Parks & Recreation Department.		
	a. Field reservation (baseball, softball, football, soccer) Supported Youth League *	\$20.00 per hour, minimum 2 hours. No fee.
	b. Light Use Fee	\$16.00 per hour, minimum 2 hours.
	c. Field preparation (dragging, wetting down and marking)	\$100.00 per prep.
	d. Ball field bases fee	\$30.00 flat fee.
* Supported Youth League, a league having met the criteria established by City Council as qualifying for the Youth League Utility Support Program. Refer to City Council Policy E-8, Youth Sports League Utility Support Program.		
<b>IV. Open Play Gym Fees</b>		
	a. Open Play Annual Card (basketball, volleyball, pickleball)	\$20.00 for annual card. \$10.00 Senior / Teen discount fee.
	b. Replacement for any Open Play Annual Card	\$5.00 for remainder of annual card.
<b>Leasable Park Spaces Fee Schedule (Judson Park / Renette Plaza / Kennedy Park North Lawn / Hillside Upper Park / Wells Park Unlit Field)</b>		
All "per hour" fees are charged per hour or fraction thereof.		
<b>I. Basic Use Fees</b>		
	a. Small Event (50 or fewer people)	\$100.00 per event. Private Parties: \$150.00 per event.
	b. Large Event (51 – 250 people)	\$250.00 per event. Private Parties: \$300.00 per event.
	c. Festivals or Community Events (over 250 people)	\$500.00 per day.
<b>II. Special Use Fees</b>		
All Special Use Fees are in addition to Basic Use Fees.		

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	a. Cancellation / Damage / Cleaning Deposit	\$100.00 minimum - \$500.00 maximum.
	b. Musical Presentations	
	1. Single event	\$200.00 flat fee.
	2. Series	\$300.00 per day.
	c. Commercial Use	\$35.00 per hour minimum 8 hours.
	d. Extra City Staff Services	\$25.00 per hour per staff member, minimum 2 hours.
	e. Security Personnel (per security person)	See Current Schedule

### **Prescott Promenade Fee Schedule**

All "per hour" fees are charged per hour or fraction thereof.

#### **I. Basic Use Fees**

	a. Small event (50 or fewer people)	\$100.00 per event. Private Parties: \$150.00 per event.
	b. Large event (51 to 250 people)	\$250.00 per event. Private Parties: \$300.00 per event.
	c. Festivals or Community Events	
	1. Small (251-500 people per day)	\$500.00 per day.
	2. Large (more than 500 people per day)	\$1,000.00 per day.

#### **II. Special Use Fees**

All Special Use Fees are in addition to Basic Use Fees.

	a. Alcohol Use(ABC license, security, and certificate of insurance required)	\$25.00 per hour, minimum 4 hours.
	b. Commercial use	\$35.00 per hour, minimum 8 hours.
	c. Extra City Staff Services	\$25.00 per hour per staff member, minimum 2 hours.
	d. Alley Closure "Simple"	\$150.00 per day.
	e. Cancellation/Damage/Cleaning Deposit	\$100.00 minimum - \$500 maximum.
	f. Power Use	\$50.00 per day.
	g. Security Personnel (per security person)	See Current Schedule.
	h. Steam Cleaning Deposit *	
	1. Small Event/Festival	\$250.00 per day.
	2. Large Event/Festival	\$850.00 per day.

\* Steam Cleaning Deposit – User will be charged or credited per actual invoice.

### **Ronald Reagan Community Center Fee Schedule**

All "per hour" fees are charged per hour or fraction thereof.

#### **I. Basic Use Fees**

	a. Full auditorium; includes two (2) patios (4 hours minimum use)	\$100.00 per hour. Private Parties: \$125.00 per hour.
	b. East auditorium; includes one (1) patio (2 hours minimum use)	\$75.00 per hour. Private Parties: \$100.00 per hour.

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	c. West auditorium; includes one (1) patio (2 hours minimum use)	\$50.00 per hour. Private Parties: \$75.00 per hour.
	d. Kitchen	\$75.00 per use, must be in conjunction with hall rental.
	e. Bridal Suite	\$50.00 per use, must be in conjunction with hall rental.
<b>II. Set-up Fees</b>		
All set-up and take-down must be done by Ronald Reagan Community Center staff. Equipment includes P.A. system, podiums, tables and chairs.		
	a. Full auditorium	<del>\$80.00</del> <u>90.00</u>
	b. East room	<del>\$50.00</del> <u>60.00</u>
	c. West room	<del>\$40.00</del> <u>50.00</u>
<b>III. Special Use Fees</b>		
	a. Extra City Staff Services	\$25.00 per hour per staff person, minimum 2 hours.
	b. Alcohol use (ABC license may be required)	\$25.00 per hour, minimum 4 hours.
	c. Non-Operations Use (holidays, weekends, weekdays before/after hours, etc.)	\$50.00 per hour.
	d. Commercial use	\$35.00 per hour, minimum 4 hours.
	e. Non-resident fee (Class 4 and 5 users)	\$30.00 per hour.
	f. Security personnel (per security person)	See current schedule.
	g. Coffee service	See current schedule.
<b>IV. Special Equipment Use</b>		
	a. Bar	\$30.00 each per day.
	b. Piano	\$50.00 per day.
	c. Stage/Backdrops (6 ft. x 8 ft. – includes drapes)	\$50.00 per day.
	d. Dance floor	\$80.00 per day.
	e. Audio Visual / Presentation Equipment	<del>\$125.00</del> <u>150.00</u> per day.
	f. Portable Patio Heaters	\$40.00 each per day.
<b>V. Cleaning/Security/Reservation Deposit</b>		
	a. Non-alcohol use	\$250.00
	b. Alcohol use	\$500.00
<b>Recreation Special Revenue Fund</b>		
The Director of Parks & Recreation is authorized to establish and implement Recreation Activity fees by category at cost recovery rates. The cost recovery rate may be amended as a necessity by City Council action. 2022 recovery rates are as follows:		
I. Recreation Special Revenue Fund Recovery Rate – Fee Classes		75% - Youth Instructional Programs 50% - Youth Sports Leagues 80% - Aquatics 100% - Adult Sports Leagues 90% - Adult Instructional Programs 50% - Senior Instructional Programs
<b>Community Services</b>		
Signs to be purchased by the public		



<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
I. No Trespass / Lodging signs	a. Vinyl Window Cling	\$5.00
	b. Corrugated Cardboard with window suction cups	\$10.00
	c. 12 x 18 Metal Sign	\$15.00
	d. 18 x 24 Metal Sign	\$25.00
<b>POLICE</b>		
	Audio Reproduction Fee	\$45.00
	Body Worn Camera (BWC) Footage Reproduction	\$90.00
	Civil Subpoena – Business Records	\$15.00
	Civil Subpoena – Employee Witness Fee	\$275.00 – PD Employee (per day) \$275.00 – Peace Officer (per day)
	Copies	\$.04 per page (plus actual cost of employee's time to copy records)
	Copy of Call for Service (CFS) Report	\$1.00
	Copy of Police Report	\$10.00
	False Alarm Business License Tax (Upon 3 <sup>rd</sup> and each subsequent false Police or Fire alarm at the same address within a twelve-month period)	\$225.00 upon 3 <sup>rd</sup> (plus processing fee, if applicable) \$75.00 each subsequent (4 <sup>th</sup> , 5 <sup>th</sup> , etc.) (plus processing fee, if applicable)
	Fingerprint Fee (Inked)	\$20.00
	Fingerprint (LIVESCAN Fee)	\$35.00
	Massage License Fee	\$300.00
	Parking Citation – online payment	\$3.50 processing fee
	Pawnbroker and Secondhand Dealer License Renewal Fee	\$640.00
	Private Property Towing Administration Fee	\$40.00
	Vehicle Impound Fee:	
	Release of Impounded Vehicles	\$135.00
	Release of Impounded Vehicles Unlicensed/Revoked/Suspended	\$150.00
	Vehicle Repossession Fee	\$15.00
	VIN Verification	\$5.00
	VISA/Clearance Letter Fee:	
	Formal Letter	\$15.00
	Formal Letter with Notarization	\$25.00
	<u>Photograph Reproduction:</u>	
	Administrative Fee Research photo files, obtain clearances, package and mail	\$25.00
	Per Unit Charges	
	Black & White and Color	
	4 x 5	\$5.00
	5 x 7	\$6.00
	8 x 10	\$8.00
	Polaroid – Black & White and Color	\$5.00
	Proofs/Contact Sheets – Black & White and Color	\$8.00

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
<b>PUBLIC WORKS</b>		
	1911 Act Petition (up to 5 parcels)	\$1,600.00
	1911 Act Petition (each additional parcel)	\$95.00
	BMP Facility Maintenance Agreement	\$620.00
	Building Permit Review – Estimated Value < \$80,000.00:	
	Single Family Residential	\$870.00
	Multi-Family, Commercial or Industrial	\$1,280.00
	Subdivision Master Building Permit	\$1,280.00
	Minor Building Review; Addition of 400 square feet; or Added Plumbing Fixtures	\$350.00
	Building Permit Review – Estimated Value > \$80,000.00:	
	Single Family Residential	\$870.00
	Multi-Family, Commercial or Industrial	\$1,280.00
	Subdivision Master Building Permit	\$1,280.00
	Minor Building Review; Addition of 400 square feet; or Added Plumbing Fixtures	\$320.00
	Building Permit Review – Storm Water Fees	
	Single Family Residential	\$240.00
	Multi-Family or Commercial	\$660.00
	Subdivision Master Building Permit	\$660.00
	Inspection Fees	\$90.00
	Certificate of Correction for Subdivision Maps	\$750.00
	Condo Conversions CC&Rs and/or SW Mtce/Ops Plan Review	\$350.00
	Condo Conversions Storm Water Site Plan and/or BMP Facilities Agreements Review	\$350.00
	Copies	
	Maps and Plans	\$5.00/sheet
	Documents	\$.04 per page (plus actual cost of employee's time to copy records)
	Deed / Easement Prep / Quitclaim / LLA Deed Review	\$1,200.00
	Drainage Study Review	\$1,890.00
	Dumpster Permit	\$128.00
	Encroachment Permit	
	Level One	\$135.00
	Level Two	\$450.00
	Level Three	\$580.00
	Encroachment (Plan Review Inspection – per hour)	\$100.00
	Erosion/Sediment Control Plans >200 sq. ft. (Remodels, Pools, Additions, Walls)	\$110.00
	Erosion/Sediment Control Plan Review when Grading/Drainage Plan is not required	\$600.00
	Erosion/Sediment Control Plan Review when Grading/Drainage Plan is required	\$875.00
	Erosion/Sediment Control (per Inspection)	\$90.00
	Erosion/Sediment Control Site Inspection for NPDES Compliance (includes 1-10 inspections)	\$500.00 + 0.5%

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	Extension of Time for Tentative Subdivision and Parcel Maps No Hearing	\$425.00
	Extension of Time for Tentative Subdivision and Parcel Maps Hearing (includes Notice of Public Hearing cost)	\$1,050.00
	Final Parcel Map Check (up to four (4) lots)	\$5,530.00
	Final Subdivision Map Check (1 <sup>st</sup> five (5) lots)	\$7,325.00
	Final Subdivision Map Check (each additional lot)	\$200.00
	GIS Fees	Actual cost of employees' time
	Grading/Drainage Plan Review (including precise grading plans for new structures)	5% of 1 <sup>st</sup> \$50,000 of estimated site improvement costs + 3% of costs between \$50,000 and \$100,000, 2% of costs between \$100,000 and \$250,000, 1% of costs above \$250,000 (minimum of \$1,000)
	Grading/Drainage Construction Inspection: with Erosion Control Site Inspection	3.5% of the estimated cost of construction with a minimum of \$500 + (Erosion Control Site Inspection \$500 + 0.5% of estimated cost of construction)
	Hold Harmless Agreement (HHA) preparation	\$900.00
	Hydrology Study Limited	\$350.00
	Improvement Construction Inspection	3.5% of the estimated cost of construction (minimum \$500.00) (Soil Testing not included)
	Improvement Plan Check (including improvement plans for private sewer mains)	6.5% of 1 <sup>st</sup> \$50,000 of estimated site improvement costs, 4% of costs between \$50,000 and \$100,000, 1.5% of costs between \$100,000 and \$250,000, and 1% of costs >\$250,000, with a \$1,000 minimum; 1% of estimate for each review after three (3)
	Inspection of restaurant Annual inspection required	\$130.00
	Inspection of Small or Medium High <100,000 sq. ft. Priority Commercial/Industrial Facilities Annual Inspection Required	\$280.00
	Inspection of Small or Medium High <100,000 sq. ft. Priority Commercial/Industrial Facilities Annual Inspection Required	\$500.00
	Lien Contract Preparation	\$900.00
	Lien Contract Release	\$30.00
	Outdoor Dining or Sidewalk Vending Permit – Annual Fee	\$340.00
	Oversize/Overload Permit (max as permitted by State)	
	Single fee	Set by State – currently \$16.00
	Annual fee	Set by State – currently \$90.00
	PRD – Engineering Fees	\$900.00
	PRD – Storm Water Fees	\$900.00
	Public Service Sign (Installation)	\$620.00
	Public Service Sign (Replacement)	\$360.00
	Reversion to Acreage	\$3,900.00
	Restaurant FOG Building Permit Fee	\$225.00
	Septic Tank Hauler's Discharge Fee	\$9.86/100 gallons
	Sewer Lateral Video Review	\$200.00

<u>Department</u>	<u>Fee Description</u>	<u>Current Fee/Unit Basis</u>
	Sewer Wet Tap Fee	<del>\$720.00</del> 900.00
	Special Event – Prepare Traffic Plan (Major)	\$1,400.00
	Special Event – Prepare Traffic Plan (Minor)	\$495.00
	Special Event – Traffic Control (per hour per crew)	\$480.00
	Special Event – Traffic Plan Review	\$394.00
	Street Light Inspection per Light (Amount includes est. \$90.00 energizing fee from SDG&E)	\$500.00
	Street or Public Service Easement Vacation (with Public Hearing)	\$1,900.00
	(without Public Hearing)	\$700.00
	Standard Urban Storm Water Mitigation Plan (SUSMP) Project Plan Review (required if High Priority Project) (three (3) Plan Checks (min))	\$4,030.00
	Conceptual SUSMP Project Plan Review	\$2,025.00
	Priority Development Project (PDP) SUSMP Storm Water Mitigation Plan (SWMitP) Review	\$2,025.00
	Additional Plan Check	\$160.00 each
	SUSMP BMP Inspection	
	1-3 Features	\$270.00
	>3 Features	\$360.00
	SWPPP Review (>1 acre)	\$1,100.00
	Subdivision Agreement Preparation	\$1,750.00
	Traffic Control Plan Review	\$300.00
	Traffic Impact Study Review	\$1,000.00
	Trash Enclosure Building Permit Review	\$140.00
	Utility Permit Fee	
	Utility Permit - Level One	\$500.00
	Utility Permit - Level Two	\$850.00
	Utility Permit - Level Three	\$850.00 + additional inspection hours



City Council  
Agenda Report

**DATE:** April 25, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Anthony Shute, Director of Community Development  
**SUBJECT:** Consider Proposed Amendments to EMCM Title 5 Addressing Service Providers Operating in the City of El Cajon

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**RECOMMENDATION:**

That the City Council:

1. Opens the Public Hearing and receives testimony;
2. Closes the Public Hearing; and
3. Introduces the next Ordinance, in order, approving proposed Amendment to EMCM Title 5.

**BACKGROUND:**

On March 21, 2023, the City Council held a special meeting to discuss options on how to address the impact of homeless placement programs being operated by service providers in the City of El Cajon. During the special City Council meeting, ideas discussed included establishing conditions on how sex offenders are placed in emergency housing, regulations on service providers, and conditions requiring criminal background checks.

At the March 28, 2023 City Council meeting, staff proposed leveraging the City's Special Operation License (SOL) regulations in Title 5 of the El Cajon Municipal Code (ECMC) to require agencies and organizations ("service providers") that engage in emergency housing placement and case management activities to first obtain a SOL before operating or providing services in the City.

**PROJECT DESCRIPTION:**

This proposed amendment to EMCM Title 5 (Business and Regulations) seeks to add a new chapter (5.22 *Service Providers*), and adds "Service Providers" to the list of businesses requiring a special operation license in EMCM section 5.16.030 (Special Operation License Applicability). As proposed, service providers would be required to obtain a SOL and be subject to operational and reporting requirements designed to (1) ensure a safe living and business environment, (2) prevent participants from falling into homelessness, (3) ensure program effectiveness, and (4) prevent nuisance activities at housing placement locations.

*Meetings with Service Providers*

In preparation for this agenda item, the City held two workshops with homeless service providers. Meetings were held on April 12 and April 17, 2023. The intent of the workshops was to provide background information about staff's recommendations and the City Council's direction. It also allowed staff to present the proposed regulations and reporting requirements.

The intent of providing this information was to understand concerns of the service provider community, gain understanding on operational issues, and develop relationships with the providers. A total of four service providers were represented at the two workshops, along with County staff, and a representative of the East County Homeless Task Force.

#### *Proposed Code Amendment Summary*

A draft ordinance containing amendments to ECMC Title 5 has been prepared for the City Council in underline strikeout format. The draft amendments include changes consistent with the Council's direction on March 21 and March 28, 2023. To summarize, the proposed code amendments include the following:

#### *Revised Applicability*

The proposed amendment includes adding service providers to the list of businesses requiring a special operation license. Specifically, service providers are added to ECMC section 5.16.030.B.

#### *New Regulations for Service Providers*

Proposed ECMC chapter 5.22 includes definitions, license requirements, operational standards and reporting, and recourse for non-compliance. Specifically, service providers will be required to submit an application with the following:

1. The name of agencies, organizations, or governments for which the service provider is under contract to provide services
2. A copy of the contract or agreement with the agency, organization or government, including the scope of work and services being provided
3. The name(s) and address(es) of all emergency shelter, bridge, temporary, and permanent housing locations where individuals will be placed – please note there's an exception for domestic violence (DV) victims.

Operational standards include:

1. Criminal background checks
2. Notice to be given to the Police Department 48 hours prior to placement of registered sex offenders of Static-99R score of 4 or greater
3. Sex offender distance limits from certain uses
4. Service provider accompanying participant requirement
5. Discharge and transportation plan

Monthly reporting requirements include:

1. Number of participants
2. Address of housing location (exception for DV)
3. The location where the participant was most recently homeless prior to being placed in El Cajon
4. Number of new, existing, and discharged participants
5. Number of participants discharged or transported to another service provider
6. The average daily rate paid for the housing of each participant

Each service provider will be subject to a one-time special operation license fee, which is currently \$335. Additionally, a business license will also be required and renewed each year. The business license tax is \$40 + \$3 per employee annually for a business located in the City, and \$60 + \$6 per employee annually for a business whose location is outside the City but does business in the City. Please note that \$6 per employee for an out-of-city business is only attributable to the number of employees working in El Cajon.

### *Economic Development*

The health and vitality of existing commercial areas are essential to the continued revitalization of the City. The lack of regulation of service providers and secondary effects of housing placement in lodging establishments has increased calls for service, crime, and contributes to a negative public perception of El Cajon, which may discourage investment in new land development projects, new businesses, and the maintenance of existing buildings. The proposed regulations will ensure that service providers and the programs they implement do not negatively impact El Cajon's commercial districts.

### CALIFORNIA ENVIRONMENTAL QUALITY ACT:

This project is exempt pursuant to CEQA Guidelines Subsection 15061(b)(3), the "Common Sense," rule which states that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The proposed amendments are designed to ensure a safe living and business environment, inform the City of the number of service providers operating in El Cajon, and prevent nuisance activities throughout the City.

### FISCAL IMPACT:

Implementation of the proposed ordinance amendments is expected to include administrative, legal, and material costs. A special operation license fee and business license tax already exist in the City's Miscellaneous Fee Schedule.

Prepared By: Anthony Shute

Reviewed By: Vince DiMaggio, Assistant City Manager

Approved By: Graham Mitchell, City Manager

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### Attachments

Ordinance

Redlined Changes-Applicability

ORDINANCE NO. \_\_\_\_

AN ORDINANCE REPEALING SECTION 5.16.030 OF  
CHAPTER 5.16 OF THE EL CAJON MUNICIPAL CODE;  
ADDING A NEW SECTION 5.16.030 TO CHAPTER 5.16  
OF THE EL CAJON MUNICIPAL CODE; AND ADDING  
A NEW CHAPTER 5.22 TO TITLE 5 OF THE  
EL CAJON MUNICIPAL CODE

The City Council of the City of El Cajon does ordain as follows:

SECTION 1: Section 5.16.030 of Chapter 5.16 of the El Cajon Municipal Code is hereby repealed in its entirety.

SECTION 2: A new section 5.16.030 of Chapter 5.16 of the El Cajon Municipal Code is hereby added to read as follows:

**5.16.030 Applicability.**

The following businesses and activities shall be licensed according to the procedure specified in this chapter:

A. Businesses and activities not involving the exercise of First Amendment rights, including the following:

1. Escort services;
2. Junkyards;
3. Massage parlors;
4. Pawnbrokers<sup>1</sup>;
5. Poolrooms;
6. Private patrol services;
7. Secondhand stores and kiosks<sup>1</sup>;
8. Swap meet operation;
9. Vehicles for hire;
10. Alcohol and tobacco-free public dances;
11. Towing service for city police towing purposes;
12. Closing-out sales;
13. Ambulances;
14. Penny arcades and other games of skill or amusement; and
15. Card rooms as provided for in Chapter 5.28.

B. Businesses and activities that may involve the exercise of First Amendment rights, including the following:

1. Cabarets;
2. Public dances;
3. Sound trucks;
4. Fortune-telling and related occupations; and



5. Service providers.

<sup>1</sup> Pawnbrokers and secondhand dealers are subject to Chapter 5.48.

SECTION 3. A new Chapter 5.22 is hereby added to Title 5 of the El Cajon Municipal Code to read as follows:

**Chapter 5.22 SERVICE PROVIDERS.**

**5.22.010 Purpose.**

The purpose of this chapter is to provide for the orderly regulation of service providers in order to adequately protect and promote the health, safety and general welfare of the community.

**5.22.020 Definitions.**

The following definitions apply to this chapter:

Words or terms not otherwise defined in section 5.04.020 shall have the meanings as set forth below.

"Bridge housing" means any transitional, emergency, or temporary housing and serves as a bridge before placement into permanent housing.

"Domestic violence services" means assisting individuals to access emergency, transitional, and long-term housing, crisis hotlines, medical and legal advocacy, and other services to survivors of domestic violence, dating violence, sexual violence, and stalking.

"Housing navigation" means assisting individuals in need of housing, including but not limited to help with housing search; identification of an individual's housing barriers; guidance and advocacy to overcome those barriers; information and referral to community resources to address concerns related to housing (employment and training, mainstream benefits, etc.), developing a housing plan, and assistance in filling out housing applications.

"Housing placement" means the placement of individuals into bridge or permanent housing solution.

"Other support services" means supportive actions that connect homeless individuals with diversion, treatment for substance abuse, mental health, or healthcare services.

"Outreach services" means efforts to help identify, screen and refer individuals that are experiencing homelessness or who are at-risk of

homelessness to critical services, emergency shelter, temporary or permanent housing solutions.

"Participant" or "individual" means a person receiving outreach services, housing navigation, domestic violence services, rapid rehousing, housing placement, or other support services from a service provider.

"Rapid rehousing" means providing immediate rental assistance and services to individuals experiencing literal homelessness.

"Service provider" means an agency or organization that provides outreach services, housing navigation, domestic violence services, rapid rehousing, housing placement, housing retention and other support services for individuals experiencing homelessness or who are at-risk of homelessness.

"Service provider personnel" means a person or individual working or volunteering on behalf of a service provider.

"Static-99R" means a revised sexual risk offender tool that is the commonly used empirical-actuarial risk scale for male sexual offenders (both parolees and probationers) and likelihood of sexual recidivism; is recognized by the State of California, which has mandated the use of Static-99R when judges sentence sex offenders; and rates sex offenders by scores associated with each sex offender, on a scale ranging from -3 to 1 (low) to 6 to 12 (high).

**5.22.030 License Required.**

- A. It shall be unlawful for any person to act as a service provider without first obtaining and maintaining a valid special operation license pursuant to this chapter.
- B. No person shall engage in or carry on as a service provider in the city without first having applied for and secured a license pursuant to Chapter 5.16, paid license taxes as specified in Chapters 5.04 and 5.08, and complied with all regulations pertaining to such business provided in this code and all applicable state or federal regulations.
- C. Nothing in this chapter shall be construed to grant any person obtaining and maintaining a special operation license any status or right other than the right to act as a service provider in the city.

**5.22.040 Application.**

Application for a special operation license shall be submitted in the name of each service provider proposing to conduct outreach services as defined in section 5.22.020 and shall be signed by an authorized agent thereof. It is the responsibility of each service provider to be informed of the laws

affecting the issuance of a special operation license. A license that is issued in error or on the basis of false or misleading information supplied by a service provider may be revoked pursuant to section 5.16.090 of this title. All applications shall be submitted on a form supplied by the department and shall contain the following information:

- A. The name, address, and contact information of the service provider, including local contact information.
- B. The name of agencies, organizations, or governments for which the service provider is under contract to provide services.
- C. A copy of the contract or agreement with the agency, organization or government, including the scope of work and services being provided.
- D. The name(s) and address(es) of all emergency shelter, bridge, temporary, and permanent housing locations where individuals will be placed *provided, however*, that the location of emergency shelters, bridge, temporary, and permanent housing in which victims of domestic violence are being served shall be listed on a separate sheet, submitted to the city along with the application in a sealed envelope marked "Confidential – DV Housing," to be opened only at the direction of the city manager, and only for the purpose of investigations to consider approval of the application or (if approved) enforce compliance with this chapter.
- E. A discharge/transportation plan for all participants of service provider programs.

**5.22.050 Application Fee.**

- A. The intent and purpose of this section is to impose a regulatory fee upon all service providers pursuant to this chapter. This fee shall provide for the enforcement and regulation of the operational conditions, performance standards and other applicable regulations set forth in this chapter.
- B. The annual regulatory fee shall be established by resolution of the city council. The fee shall be calculated so as to recover the total cost of both administration and enforcement of the operational conditions, performance standards and other applicable regulations set forth under this chapter, including, for example, administering the program, ensuring compliance with regulations, but shall not exceed the cost of the total program. All fees shall be used to fund the program. Fees are nonrefundable except as may be required by law.

### **5.22.060 Operational Standards.**

All service provider activities shall conform to all of the following operational standards:

- A. That activities do not result in adverse effects to the health, peace or safety of persons residing or working in the surrounding area.
- B. That activities do not jeopardize or endanger the public health or safety of persons residing or working in the surrounding area.
- C. That service provider placement activities include a criminal background check completed for each participant placed within the city.
- D. That not less than 48 hours prior to placing any participant who is a registered sex offender with a Static-99R score of 4 or greater (i.e., Moderate-High to High) the service provider will notify the El Cajon Police Department of the proposed placement by calling (619) 579-3311 and identifying where the participant will be housed or accommodated, but shall not identify the participant, or his Static-99R score, unless otherwise allowed by law.
- E. That service provider personnel shall accompany participants to their placement location.
- F. That service providers will have a discharge and transportation plan that, among other things, does not discharge or allow the discharge of participants into homelessness. This plan must be submitted as part of the special operation license application and be approved by the city as part of the review and approval process of the license.

### **5.22.070 Operational Reporting**

Each service provider operating within the city shall report monthly on the effectiveness of their efforts by providing the following information:

- A. Number of individual participants served (individual participant is a person).
- B. The address of each shelter, temporary housing, bridge housing, or permanent housing location used to place a participant, including the date of entry.
- C. The location where the participant was most recently homeless prior to being placed in El Cajon.
- D. Number of new, existing, and discharged participants.

E. Number of participants discharged or transported to another service provider.

F. The average daily rate paid for the housing of each participant.

**5.22.080 Violation.**

Any person violating any of the provisions of this chapter, or knowingly or intentionally misrepresenting to any officer or employee of this city any material fact in procuring the license provided for in this chapter, are subject to the provisions of the general penalty clause as set forth in section 1.24.010 of this code.

**5.22.090 Public Nuisance**

Any service provider which is established or maintained in violation of this chapter is deemed to be a public nuisance and may be abated in accordance with Chapter 1.16 of this code.

SECTION 4. The City Council of the City of El Cajon intends this ordinance to supplement, not to duplicate or contradict, applicable state and federal law and this ordinance shall be construed in light of that intent. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is held invalid or unconstitutional for any reason by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion.

SECTION 5. This ordinance shall go into effect thirty (30) days following its passage and adoption.

04/25/23 CC Agenda – 1<sup>st</sup> Reading  
05/09/23 CC Agenda – 2<sup>nd</sup> Reading

Ord – Amend ECMC 5.16.030 & Add ECMC Chapter 5.22 041823

### 5.16.030 Applicability.

The following businesses and activities shall be licensed according to the procedure specified in this chapter:

- A. Businesses and activities not involving the exercise of First Amendment rights, including the following:
  - 1. Escort services;
  - 2. Junkyards;
  - 3. Massage parlors;
  - 4. Pawnbrokers<sup>1</sup>;
  - 5. Poolrooms;
  - 6. Private patrol services;
  - 7. Secondhand stores and kiosks<sup>1</sup>;
  - 8. Swap meet operation;
  - 9. Vehicles for hire;
  - 10. Alcohol and tobacco-free public dances;
  - 11. Towing service for city police towing purposes;
  - 12. Closing-out sales;
  - 13. Ambulances;
  - 14. Penny arcades and other games of skill or amusement; and
  - 15. Card rooms as provided for in Chapter 5.28.
- B. Businesses and activities that may involve the exercise of First Amendment rights, including the following:
  - 1. Cabarets;
  - 2. Public dances;
  - 3. Sound trucks; ~~and~~
  - 4. Fortune-telling and related occupations; and
  - 4.5. Service providers.

<sup>1</sup> Pawnbrokers and secondhand dealers are subject to Chapter 5.48.



**City Council  
Agenda Report**

**DATE:** April 25, 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. This City Administrative Activity is not a project and therefore not subject to CEQA.

**REPORT:**

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

April 25, 2023 - City Council Meetings

I am available to answer questions.

Submitted By: Bill Wells, Mayor

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## City Council Agenda Report

Agenda Item 9.

**DATE:** April 25, 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. This City Administrative Activity is not a project and therefore not subject to CEQA.

**BACKGROUND:**

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

**REPORT:**

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

- April 11, 2023 - Phone Call with MTS rider Cynthia E.
- April 11, 2023 - Phone Meeting with Supervisor Anderson
- April 13, 2023 - APWA Rodeo Event
- April 13, 2023 - Phone Call with AWP General Manager
- April 13, 2023 - Emails with Gustavo @ Caltrans regarding Guardrail
- April 14, 2023 - SANDAG Board of Directors Meeting
- April 14, 2023 - ECHTF Meeting with Asm Ward
- April 15, 2023 - Town Hall on Homelessness #2 of 4
- April 17, 2023 - Emails with Debbie K re: Business License question
- April 18, 2023 - Meeting with City Manager
- April 20, 2023 - MTS Board of Directors Meeting
- April 21, 2023 - SANDAG Military Working Group meeting
- April 24, 2023 - Participate in El Cajon Pothole filling
- April 25, 2023 - Meeting with Asm Ward
- April 25, 2023 - AWP Staff Meeting
- April 25, 2023 - City Council Meetings



I am available to answer questions.

Submitted By: Steve Goble, Deputy Mayor

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City Council  
Agenda Report

Agenda Item 10.

**DATE:** April 25, 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. This City Administrative Activity is not a project and therefore not subject to CEQA.

**REPORT:**

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

April 13, 2023 - Heartland Fire Communications Meeting  
April 15, 2023 - Town Hall on Homelessness  
April 25, 2023 - City Council Meetings

I am available to answer questions.

Submitted By: Gary Kendrick, Councilmember

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City Council  
Agenda Report

Agenda Item 11.

**DATE:** April 25, 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. This City Administrative Activity is not a project and therefore not subject to CEQA.

**REPORT:**

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

- April 14, 2023 - Shelter & Housing Meeting with Assemblymember Chris Ward
- April 15, 2023 - Town Hall #2 on Homelessness
- April 18, 2023 - Met with Nance Vera, Director of Programs, Dreams for Change
- April 20, 2023 - Record Promo Video for Town Hall #3 on Homelessness
- April 24, 2023 - Participate in Pothole Duty with Public Works
- April 25, 2023 - City Council Meetings
- April 25, 2023 - Attend CalTrans Public Meeting on Bradley Widening Project

I am available to answer questions.

Submitted By: Michelle Metschel, Councilmember

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City Council  
Agenda Report

Agenda Item 12.

**DATE:** April 25, 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. This City Administrative Activity is not a project and therefore not subject to CEQA.

**REPORT:**

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

April 14, 2023 - Maali Salon Ribbon Cutting  
April 14, 2023 - East County Homeless Task Force  
April 15, 2023 - Town Hall on Homelessness  
April 18, 2023 - Gillespie Field Committee Meeting  
April 18, 2023 - Title V Meeting  
April 22, 2023 - Town Hall Villa Novia  
April 25, 2023 - City Council Meetings

I am available to answer questions.

Submitted By: Phil Ortiz, Councilmember

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**City Council  
Agenda Report**

**DATE:** April 25, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Bill Wells, Mayor & Phil Ortiz, Councilmember  
**SUBJECT:** Cost Recovery from Skilled Nursing Facilities for Abuse of the City's  
Emergency Medical Response System

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**RECOMMENDATION:**

That the City Council directs staff to provide a policy analysis or to draft an ordinance for City Council consideration that would create a cost recovery fee to be charged to skilled nursing facilities that abuse the City's emergency medical response system.

**BACKGROUND:**

We have heard from City staff that the number of emergency medical calls made by skilled nursing facilities are significant. As part of this information, we are worried that many of these calls are non-emergency calls. This puts a burden on the City's emergency medical response system. We learned that the City of Costa Mesa implemented a program that allows its city to recover the cost of excess calls by motels for nuisance behavior.

Having worked in an emergency department of a hospital (Mayor Wells) and as an EMT (Councilmember Ortiz), we can attest that there are skilled nursing facilities that take advantage of local city paramedics and emergency rooms, costing taxpayers. We believe establishing a reimbursement fee would curb the excessive non-emergency calls and free up resources for the benefit of the community.

We ask that the City Council support our recommendation that staff bring back a policy analysis or draft an ordinance for City Council consideration regarding a cost recovery fee on skilled nursing facilities that abuse the City's emergency medical response system.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT:**

The discussion of cost recovery for excess calls for service is not a project subject to the California Environmental Quality Act (CEQA) because it is a procedural, administrative step in the process, which may only direct the staff to study and prepare potential amendments to the Municipal Code for future consideration.

Prepared By: Bill Wells, Mayor & Phil Ortiz, Councilmember  
Reviewed By: N/A  
Approved By: N/A

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City Council  
Agenda Report

**DATE:** April 25, 2023  
**TO:** City Clerk  
**FROM:** City Attorney/General Legal Counsel  
**SUBJECT:** Closed Session - Conference with Labor Negotiators pursuant to Government Code section 54957.6:

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

Employee Organization:  
El Cajon Municipal Employees Association

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**RECOMMENDATION:**

That the following Closed Session be scheduled for the Joint City Council / Housing Authority / Successor Agency to the El Cajon Redevelopment Agency meeting on Tuesday, April 25, 2023, at 3:00 p.m.

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

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

Employee Organization:  
El Cajon Municipal Employees Association

Morgan L. Foley  
City Attorney/General Legal Counsel  
MLF:hms

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City Council  
Agenda Report

**Agenda Item 15.**

**DATE:** April 25, 2023

**TO:** City Clerk

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

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

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**RECOMMENDATION:**

That the following Closed Session be scheduled for the Tuesday, April 25, 2023, Joint City Council / Housing Authority / Successor Agency to El Cajon Redevelopment Agency agenda at 3:00 p.m.:

Public Employee Performance Evaluation: City Manager

Morgan L. Foley  
City Attorney/General Legal Counsel

MLF:hms

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