



City Council Participation



Time and Location

2nd and 4th Tuesday of each month. 3:00 PM

Council Chambers
200 Civic Center Way
El Cajon, CA 92020



Watch Online

elcajon.gov/videostreaming
or Facebook Live (comments are not monitored)



In-Person Comments

Members of the public may address the City Council/Agency Members on any item listed on the agenda, or on matters which are not listed on the agenda but are within the subject matter jurisdiction of the City Council, Housing Authority and Successor Agency to the El Cajon Redevelopment Agency.

Public comments are limited to three (3) minutes per person, per agenda item.
[CLICK HERE](#) for additional instruction on in-person comments.



Written Comments

Comments must be emailed to acortez@elcajon.gov or mailed to the City Clerk at 200 Civic Center Way, El Cajon, CA 92020 and received by 4:00 pm the day prior to the City Council meeting for prompt distribution. Written public comments will be recorded in the public record and will be provided to the City Council in advance of the meeting for review.



Listening Devices and other Accommodations

ALDs are available from the City Clerk's office. As required by the Americans with Disabilities Act (ADA), requests for reasonable accommodations to facilitate meeting participation will be provided, please contact the City Clerk's office at least two (2) working days prior to the meeting at 619.441.1763.



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

Council Chamber
200 Civic Center Way
El Cajon, CA 92020

Agenda

JUNE 11, 2024, 3:00 p.m.

Bill Wells, Mayor

Steve Goble, Councilmember

Gary Kendrick, Councilmember

Michelle Metschel, Councilmember

Phil Ortiz, Deputy Mayor

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 May 28, 2024, Meeting and the Agenda of the June 11, 2024, Meeting in accordance to State Law and City Council/Housing Authority/Successor Agency to the Redevelopment Agency Policy.

PRESENTATIONS:

- The Wall That Heals
- Tyler Excellence Award

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 May 28, 2024, 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. General Municipal Election - November 5, 2024

RECOMMENDATION:

That the City Council adopts the next Resolutions, in order, in connection with the November 5, 2024, General Municipal Election:

1. Resolution Calling and Giving notice of the November 5, 2024, General Municipal Election for the election of three Members of the City Council of the City of El Cajon: one member each for District No. 2, District No. 3, and District No. 4, each serving a full four-year term to expire December 2028;
2. Resolution requesting the County Board of Supervisors to consolidate the General Municipal Election with the Statewide General Election on November 5, 2024;
3. Resolution adopting regulations for candidates calling for prepayment for a 200-word Candidate's Statement; and
4. Resolution adopting regulations to resolve a tie vote for the City Council Election by lot.

5. Continuation of Emergency for Storm Damage Repairs to Public Facilities

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, proclaiming the Continuation of Emergency for Storm Damage Repairs to Public Facilities.

6. Adoption of the Road Maintenance and Rehabilitation Account (RMRA) List of Proposed Projects for FY 2024-25

RECOMMENDATION:

That the City Council:

1. Adopts the next Resolution, in order, adopting the proposed List of Projects to be funded from the Road Maintenance and Rehabilitation Account (RMRA) Local Streets and Roads Funding Program for Fiscal Year 2024-25; and
2. Directs City staff to submit to the California Transportation Commission (CTC) a list of proposed projects to receive RMRA funding for Fiscal Year 2024-25.

7. Application of Animal Shelter Construction Donations

RECOMMENDATION:

That the City Council approves the retroactive application of donations received for the Animal Shelter building to fund Animal Shelter project costs.

8. FY 2021 Urban Area Security Initiative (UASI) Grant Funding Modification for 6 Unmanned Aerial Systems (UAS)

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, authorizing the City Manager or designee to accept, appropriate, and expend the modification to the FY 2021 Urban Area Security Initiative (UASI) Grant fund in the additional amount of \$191,000, and to execute any grant documents and agreements necessary for the receipt and use of these funds.

9. Award of RFP No. 026-24 – Audio Visual Upgrades & As-Needed Support Services Re-Bid

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, to enter into an agreement with EIDIM Group, Inc. (EIDIM), in an amount not to exceed \$299,997.10 for the initial one-year term, with the option to renew for four additional one-year periods.

10. Award of Bid No. 006-25 – Street Sweeping Services for the Cities of El Cajon, Del Mar, & Solana Beach

RECOMMENDATION:

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

1. Approve the Plans and Specifications for Street Sweeping Services for the Cities of El Cajon, Del Mar, & Solana Beach, Bid No. 006-25; and
2. Award the bid to the lowest responsive, responsible bidder, SCA of CA, LLC, in the not-to-exceed amount of \$710,577.20, with the option to renew for four additional one-year periods. The City of El Cajon's portion of the award is \$602,024.02 for the first year.

11. Disposal of Retired Property

RECOMMENDATION:

That the City Council declares the listed property retired and authorizes disposal in accordance with policy.

12. California 9-1-1 Emergency Communications Branch Funding for Emergency Telephone System Replacement

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, to authorize the City Manager, or designee, to accept, appropriate, and expend the State of California, Office of Emergency Services, Public Safety Communications, California 9-1-1 Emergency Communications Branch reimbursement in the amount of \$43,796.59, and to execute any documents and agreements necessary for the receipt and use of these funds.

13. Declaration of Emergency for Sewer System Repairs; Authorization to Waive Bidding

RECOMMENDATION:

That the City Council:

1. Adopts the next Resolution, in order, to establish a Declaration of Emergency and determine that the public interest and necessity require the immediate expenditure of public money to safeguard life, health, or property as required by the Public Contract Code section 22050; and
2. Approves \$580,000 for repairs in the Wastewater Operations Fund to cover the cost of the emergency work.

14. SB 1383 De Minimis, Physical Space, and Collection Frequency Waivers to Organics Recycling

RECOMMENDATION:

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

1. Approve the process to waive organic waste recycling services by commercial businesses upon proof of meeting thresholds due to de minimis waste, lack of physical space for containers, or reduced frequency for collection of organic waste, as allowed by 14 CCR section 18984.11; and
2. Authorize the Director of Public Works Operations Department to generate, approve, and manage applications from commercial businesses for the special waivers.

15. Time Extension of Tentative Parcel Map (TPM No. 667), 1474 Peach Avenue

RECOMMENDATION:

That the City Council grants a one-year time extension for Tentative Parcel Map No. 667 (1474 Peach Avenue, APN 507-281-23-00) and sets the last expiration date to be May 18, 2027, in accordance with Municipal Code Section 16.124.180. The TPM consists of a common interest development consisting of two parcels and a lot for access purposes.

PUBLIC COMMENT:

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

WRITTEN COMMUNICATIONS:

PUBLIC HEARINGS:

ADMINISTRATIVE REPORTS:

16. Fiscal Year 2024-25 Preliminary Annual Budget

RECOMMENDATION:

That the City Council, Housing Authority, and the City of El Cajon, as Successor Agency to the former Redevelopment Agency, receives information related to the proposed Fiscal Year 2024-25 Preliminary Annual Budget.

17. City Council Meeting Schedule

RECOMMENDATION:

That the City Council considers canceling its August 27, 2024 meeting.

COMMISSION REPORTS:

ACTIVITIES REPORTS/COMMENTS OF MAYOR WELLS

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

- 18. Council Activity Report

ACTIVITIES REPORTS/COMMENTS OF COUNCILMEMBERS:

- 19. **COUNCILMEMBER STEVE GOBLE**
MTS (Metropolitan Transit System Board); East County Advanced Water Purification Joint Powers Authority Board; Chamber of Commerce – Government Affairs Committee; SANDAG – Board of Directors – Alternate; SANDAG Public Safety Committee – Alternate.
- 20. **COUNCILMEMBER GARY KENDRICK**
METRO Commission/Wastewater JPA; Heartland Communications; Heartland Fire Training JPA.
- 21. **COUNCILMEMBER MICHELLE METSCHEL**
Harry Griffen Park Joint Steering Committee; METRO Commission/Wastewater JPA – Alternate; Heartland Communications – Alternate; Heartland Fire Training JPA – Alternate.
- 22. **DEPUTY MAYOR PHIL ORTIZ**
League of California Cities, San Diego Division; East County Economic Development Council; MTS (Metropolitan Transit System Board) – Alternate; East County Advanced Water Purification Joint Powers Authority Board – Alternate; Chamber of Commerce – Government Affairs Committee – Alternate.

JOINT COUNCILMEMBER REPORTS:

GENERAL INFORMATION ITEMS FOR DISCUSSION:

ORDINANCES: FIRST READING

ORDINANCES: SECOND READING AND ADOPTION

CLOSED SESSIONS:

ADJOURNMENT: The Regular Joint Meeting of the El Cajon City Council/ El Cajon Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 11th day of June 2024, is adjourned to Tuesday, June 25, 2024, at 3:00 p.m.



City Council
Agenda Report

Agenda Item 1.

DATE: June 11, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Angela Cortez, City Clerk

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

RECOMMENDATION:

That the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency approves Minutes of the May 28, 2024, Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

Attachments

05-28-24DRAFTminutes - 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

May 28, 2024

An Adjourned Regular Joint Meeting of the El Cajon City Council/Housing Authority/ Successor Agency to the El Cajon Redevelopment Agency, held Tuesday, May 28, 2024, was called to order by Mayor/Chair Bill Wells at 3:02 p.m., in the Council Chambers, 200 Civic Center Way, El Cajon, California.

ROLL CALL

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

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

POSTINGS: The City Clerk posted Orders of Adjournment of the May 14, 2024, meetings and the Agenda of the May 28, 2024, meeting in accordance with State Law and El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Policy.

PRESENTATIONS:

- Presentation: Youth of the Year Award
- Presentation: America on Main Street Sponsor Recognition
- Proclamation: San Diego County Fair Day

AGENDA CHANGES: None

CONSENT ITEMS: (1 – 12)

MOTION BY WELLS, SECOND BY METSCHEL, to APPROVE Consent Items 1 to 12.

MOTION CARRIED BY UNANIMOUS VOTE.

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

Approve Minutes of the May 14, 2024, Meetings of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

2. Warrants

Approve payment of Warrants as submitted by the Finance Department.

3. Approval of Reading Ordinances by Title Only

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

4. El Cajon Police Officers' Association Pay Rate Cleanup Language

Approve and authorize the terms and conditions of the Limited Side Letter Agreement between the City and the El Cajon Police Officers' Association (ECPOA).

CONSENT ITEMS: (Continued)

5. El Cajon Police Officers' Association Management Group Pay Rate Cleanup Language

Approve and authorize the terms and conditions of the Limited Side Letter Agreement between the City and the El Cajon Police Officers' Association Management Group.

6. Award of Bid No. 001-25 – HVAC Maintenance & Repair Services

1. Adopt Resolution No. 065-24 to Approve the Plans and Specifications for HVAC Maintenance & Repair Services, Bid No. 001-25; and
2. Adopt Resolution No. 066-24 to Award the bid to the lowest responsive, responsible bidder, Countywide Mechanical Systems, Inc., in the amount of \$97,786.

7. Award of Bid No. 002-25 – San Diego River Watershed Water Quality Improvement Project (Phase 2)

1. Adopt Resolution No. 067-24 to Approve the Plans and Specifications for the San Diego River Watershed Water Quality Improvement Project (Phase 2), Bid No. 002-25; and
2. Adopt Resolution No. 068-24 to Award the bid to the lowest responsive, responsible bidder, Downstream Services, Inc., in the amount of \$130,118.

8. Reject & Re-Bid of Bid No. 008-25 – Marquee Installation

Adopt Resolution No. 069-24 to find the sole bidder non-responsive for the reasons set forth in the agenda report; and reject all bids and authorize re-bidding of the project with revised plans and specifications.

9. Continuation of Emergency for Storm Damage Repairs to Public Facilities

Adopt Resolution No. 070-24 to proclaim the Continuation of Emergency for Storm Damage Repairs to Public Facilities.

CONSENT ITEMS: (Continued)

10. Adoption of the 2024-2028 Five Year Consolidated Plan and FY 2024-2025 One Year Annual Action Plan

1. Finalize and approve the HUD allocations of CDBG and HOME for FY 2024-2025; and
2. Adopt Resolution No. 071-24 to:
 - a. Approve and adopt the 2024-2028 Five Year Consolidated Plan and FY 2024-2025 One Year Annual Action Plan in the form presented, with such monetary and non-monetary changes as approved by the City Manager, and authorize the City Manager or designee to submit the Plan to HUD, to make any necessary or needed corrections, including adjustments to allocations and to execute all affiliated documents; and
 - b. Accept, appropriate, and expend HUD's annual allocations for FY 2024-2025 (\$1,282,473 in CDBG and \$620,392 in HOME funds) and \$37,086 in CDBG prior year unallocated funds.

11. Encroachment Agreement with Zayo Group, LLC., for the Installation and Operation of Fiber Optic Network in the City's Right-of-Way

Adopt Resolution No. 072-24 to authorize an Encroachment Agreement with Zayo Group, LLC., for the installation and operation of a fiber optic telecommunications network within the City's right-of-way.

12. Award of RFP No. 014-25 – Professional Auditing Services

Adopt Resolution No. 073-24 to enter into an agreement with Rogers, Anderson, Malody & Scott, LLP. (RAMS), in an amount not to exceed \$208,805 for the initial three-year term, with up to two additional one-year terms.

PUBLIC COMMENT: None

WRITTEN COMMUNICATIONS: None

PUBLIC HEARINGS: None

ADMINISTRATIVE REPORTS:

13. San Diego State University Graduate Students Study of the City's Digital Permit Systems and Protocols

RECOMMENDATION:

That the City Council receives the report and provides feedback or direction to staff.

DISCUSSION

Director of Community Development, Anthony Shute, introduced Richard D. DePaola and Nikolay Lyuber, San Diego State University Graduate Students, who provided detailed information of the item.

Discussion ensued among Council and Staff concerning the following:

- First time permit applicants;
- Focus on the Project Assistance Center Online system;
- Requested user feedback;
- Improve the tracking system and communications; and
- Bi-annual Permitting and development roundtables.

No public comment was received for the Item.

MOTION BY KENDRICK, SECOND BY METSCHEL, to ACCEPT the report.

MOTION CARRIED BY UNANIMOUS VOTE.

14. Speeding Enforcement Review and Review of Speed Hump Policy

RECOMMENDATION:

That the City Council receives the report as an informational item and provides feedback to staff.

DISCUSSION

Police Captain, Jeremiah Larson, provided detailed information of the Item.

Discussion ensued among Council and Staff concerning the following:

- Enforcement methods for red light runners;
- Grant funding for overtime on traffic related issues;
- DUI check points;
- Funding from Prop J for public safety;
- Speed reduction options;
- The City's speed hump policy; and
- Public workshops to review speed enforcement options.

ADMINISTRATIVE REPORTS: (Item 14 – Continued)

No public comment was received for the Item.

No Motion Required for the Item.

15. Compensation for Executive and Unrepresented Employees (A-29) and City Manager

RECOMMENDATION:

That the Mayor provides an oral report summarizing recommended changes in compensation for the City’s “local agency executives” and, following the report, that the City Council:

1. Approves the changes to City Council Policy A-29 described below and reflected in the attachment; and
2. Adopts the next Resolution, in order, to approve the amendment to the employment contract with the City Manager, and authorizing the Mayor to execute the amendments, substantially in the forms as presented.

DISCUSSION

Human Resources Director, Marisol Thorn, gave detailed information of the Item.

Mayor Wells provided an oral report summarizing the recommended changes.

No public comment was received for the Item.

MOTION BY KENDRICK, SECOND BY ORTIZ, to APPROVE the changes to City Council Policy A-29 described in the report; and ADOPT Resolution No. 074-20, to approve the amendment to the employment contract with the City Manager, and authorize the Mayor to execute the amendments, substantially in the forms as presented.

MOTION CARRIED BY UNANIMOUS VOTE.

ADMINISTRATIVE REPORTS: (Continued)

16. Adopt Resolution for Certification of Disclosures for Interim Funding for East County Advanced Water Purification Program and Related CEQA Exemption

RECOMMENDATION:

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

1. Authorize staff to prepare disclosure information in connection with the issuance of obligations by the East County Advanced Water Purification Joint Powers Authority and authorize other actions;
2. Certify the disclosures for interim notes for a total not-to-exceed amount of \$400,000,000; and
3. Authorize the City Clerk to attest to the accuracy of the Resolution and take such other actions as may be necessary to demonstrate the Council's adoption of the Resolution in support of the issuance of debt by the East County Advanced Water Purification JPA.

DISCUSSION

City Attorney, Morgan Foley, provided detailed information of the Item.

Discussion ensued among Council and Staff concerning the benefits of the Water Purification Program.

No public comment was received for the Item.

MOTION BY KENDRICK, SECOND BY GOBLE, to ADOPT Resolution No. 075-24, to Authorize staff to prepare disclosure information in connection with the issuance of obligations by the East County Advanced Water Purification Joint Powers Authority and authorize other actions; Certify the disclosures for interim notes for a total not-to-exceed amount of \$400,000,000; and Authorize the City Clerk to attest to the accuracy of the Resolution and take such other actions as may be necessary to demonstrate the Council's adoption of the Resolution in support of the issuance of debt by the East County Advanced Water Purification JPA.

MOTION CARRIED BY UNANIMOUS VOTE.

COMMISSION REPORTS: None

ACTIVITIES REPORTS/COMMENTS OF MAYOR WELLS:

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

17. Council Activities Report/Comments

Report as submitted.

ACTIVITIES REPORTS OF COUNCILMEMBERS:

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

Council Activities Report/Comments.

Report as submitted.

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

Council Activities Report/Comments.

In addition the submitted report, Councilmember Kendrick stated he attended a Heartland Fire Communication meeting on May 23, 2024.

20. 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 the submitted report, Councilmember Metschel stated that she was not able to attend the Memorial Day event.

ACTIVITIES REPORTS OF COUNCILMEMBERS: (Continued)

- 21. DEPUTY MAYOR 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 the submitted report, Deputy Mayor Ortiz stated that he was not able to attend the American Legion Post 303 event.

JOINT COUNCILMEMBER REPORTS: None

GENERAL INFORMATION ITEMS FOR DISCUSSION: None

ORDINANCES: FIRST READING - None

ORDINANCES: SECOND READING AND ADOPTION

- 22. Zoning Code Update

RECOMMENDATION:

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

An Ordinance Approving Zoning Code Amendment No. 2024-0001 for Amendment of Title 17 of the El Cajon Municipal Code for Economic Development, Housing, and other Minor Technical Changes, Revisions, and Edits.

DISCUSSION

No public comment was received for the Item.

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

An Ordinance Approving Zoning Code Amendment No. 2024-0001
 for Amendment of Title 17 of the El Cajon Municipal Code
 for Economic Development, Housing, and Other Minor
 Technical Changes, Revisions, and Edits

ORDINANCES: SECOND READING AND ADOPTION: (Item 22 – Continued)

MOTION BY WELLS, SECOND BY ORTIZ, to ADOPT Ordinance No. 5142, Approving Zoning Code Amendment No. 2024-0001 for Amendment of Title 17 of the El Cajon Municipal Code for Economic Development, Housing, and Other Minor Technical Changes, Revisions, and Edits.

MOTION CARRIED BY UNANIMOUS VOTE.

CLOSED SESSIONS:

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

23. Closed Session - Conference with Real Property Negotiator - pursuant to Section 54956.8 of the Government Code:

Property:
APN 487-331-22-00
425 W. Main Street

Negotiating Party:
Jala, Inc.
Hitesh C. Patel, CEO

City Negotiators:
City Manager
Assistant City Manager
City Attorney

Under Negotiation:
Price and terms of payment for acquisition of property

DRAFT

CLOSED SESSIONS: (Item 23 - Continued)

MOTION BY WELLS, SECOND BY METSCHEL, to ADJOURN to Closed Session at 4:29 p.m.

MOTION CARRIED BY UNANIMOUS VOTE.

RECONVENED to Open Session at 5:08 p.m.

City Attorney Foley reported the following actions:

- Direction given to the City negotiators

Adjournment: Mayor Wells adjourned the Adjourned Regular Joint Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 28th day of May, 2024, at 5:09 p.m., to Tuesday, June 11, 2024, at 3:00 p.m.

ANGELA L. CORTEZ, CMC
City Clerk/Secretary

DRAFT



City Council Agenda Report

Agenda Item 4.

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Angela Cortez, City Clerk
SUBJECT: General Municipal Election - November 5, 2024

RECOMMENDATION:

That the City Council adopts the next Resolutions, in order, in connection with the November 5, 2024, General Municipal Election:

1. Resolution Calling and Giving notice of the November 5, 2024, General Municipal Election for the election of three Members of the City Council of the City of El Cajon: one member each for District No. 2, District No. 3, and District No. 4, each serving a full four-year term to expire December 2028;
2. Resolution requesting the County Board of Supervisors to consolidate the General Municipal Election with the Statewide General Election on November 5, 2024;
3. Resolution adopting regulations for candidates calling for prepayment for a 200-word Candidate's Statement; and
4. Resolution adopting regulations to resolve a tie vote for the City Council Election by lot.

BACKGROUND:

The Candidate Filing/Nomination Period for the General Municipal Election is:

Monday, July 15, 2024 - Friday, August 9, 2024, at 5:00 p.m.

If an incumbent does not file by the deadline, the filing period is extended to Wednesday, August 14, 2024, at 5:00 p.m., for candidates other than incumbents.

Candidate packets with official filing documents and election information will be available, by appointment only, at the City Clerk's Office, City Hall, 200 Civic Center Way, during the filing/nomination period, beginning on Monday, July 15, 2024, through Friday, August 9, 2024. Hours of operation for City Hall are: Monday through Thursday 7:30 a.m. to 5:00 p.m., and on alternate Fridays from 8:00 a.m. to 5:00 p.m. Potential candidates are required to schedule an appointment by calling the City Clerk's office at [\(619\) 441-1763](tel:6194411763) to receive the packet and election information.

NOTE: During the Candidate Filing/Nomination Period, City Hall will be closed on Friday, July 19, 2024, and Friday, August 2, 2024.

Prepaid Candidate's Statement:

Candidates may file a Candidate Statement for the Voters' Pamphlet. The City Council determines if the Statement is to be 200 or 400 words. Historically, the City Council has designated a 200-word statement, which equals one-half of a page, and is less cost to the candidate. A 400-word statement equals a full page.

The Federal Voting Rights Act requires that the San Diego County Area provides translated voters' pamphlets in Chinese, Spanish, Filipino and Vietnamese, therefore the translation is a requirement for all candidates' statements.

For previous elections, the City Council has required candidates to prepay the estimated costs of the Candidate Statement at the time Nominating Papers are submitted to the City Clerk. Staff is recommending that candidates prepay a deposit if they choose to file a 200-word Candidate Statement for the 2024 election. Because the number of registered voters in each District is different, the recommended deposit will vary as follows: deposit for District No. 2: \$1,500; District No. 3: \$1,600; and District No. 4: \$1,500.

Tie Vote (Council Discretion):

The City Council may adopt a procedure to resolve a tie vote "by lot" or by conducting a special run-off election involving only those candidates receiving the highest, and equal, number of votes. A special run-off election may only be held if the City Council adopts that procedure prior to the Election resulting in a tie vote. Staff estimates the cost of a run-off election to be significantly higher than the cost of a consolidated election. For the November 2024 consolidated election, staff estimates the cost to be approximately \$264,000.

Consolidated Election:

The cities, school districts, and special districts in San Diego County consolidate municipal elections with the County Registrar of Voters to print the sample ballot, set up precincts and polling places and count the votes. By consolidating, the costs are shared among the participating agencies and are less than a "stand-alone" election.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

This action is not subject to the California Environmental Quality Act ("CEQA") and is exempt in accordance with State CEQA Guidelines section 15378 because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT:

Election costs are projected to be \$264,000, and will be paid from City Clerk (101120) appropriations, as proposed in the FY 2024-25 Preliminary Annual Budget.

Prepared By: Angela Cortez, City Clerk

Reviewed By: N/A

Approved By: Graham Mitchell, City Manager

Attachments

Reso - Calling & Giving Notice

Reso - Conduct 11-05-24 & Consolidate

Reso - Adopting Regulations

Reso - Resolve Tie by Lot

RESOLUTION NO. ____-24

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF EL CAJON, CALIFORNIA,
CALLING AND GIVING NOTICE OF THE HOLDING OF
A GENERAL MUNICIPAL ELECTION TO BE HELD IN SAID CITY
ON TUESDAY, NOVEMBER 5, 2024, FOR THE ELECTION OF
THE OFFICE OF THREE MEMBERS OF THE CITY COUNCIL
OF SAID CITY AS REQUIRED BY THE PROVISIONS OF THE LAWS OF
THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

WHEREAS, Section 201 of the El Cajon City Charter provides that the Mayor and Council Members shall be elected at general municipal elections held on the first Tuesday after the first Monday of November of every even-numbered year; and

WHEREAS, under the provisions of the laws relating to general law cities in the State of California, a general municipal election shall be held on November 5, 2024, for the election of one (1) Member of the El Cajon City Council to come from each of City Council Districts Two, Three and Four, for full four (4) year terms to expire December 2028.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CAJON, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That pursuant to the requirements of Section 201 of the El Cajon City Charter and the laws of the State of California relating to general law cities within said State, there shall be, and there is hereby called and ordered held in the City of El Cajon, California, on Tuesday, November 5, 2024, a general municipal election of the qualified electors of said City for the purpose of electing one (1) Member of the El Cajon City Council to come from each of City Council Districts Two, Three and Four, each of whom shall qualify for election in accordance with Chapter 1.18 of the El Cajon Municipal Code, and shall serve for a full four (4) year term, each to expire December 2024.

SECTION 2. That the manner of voting to be used at said election shall be, both as to form and matter contained therein, such as may be required by law to be used thereat.

SECTION 3. That the City Clerk of said City is hereby authorized, instructed and directed to lawfully conduct said election.

SECTION 4. That the polls for said election shall be open at seven o'clock a.m. of the day of said election, and shall remain open continuously from said time until eight o'clock p.m. of the same day, when said polls shall be closed, except as provided in section 14401 of the Elections Code of the State of California.

SECTION 5. That in all particulars not recited in this Resolution, said election shall be held and conducted as provided by law for holding special municipal elections in said City.

SECTION 6. That notice of the time and place of holding said election is hereby given, and the City Clerk is hereby authorized, instructed and directed to give such further or additional notice of said special election in the time, form and manner as required by law.

06/11/24 CC Agenda
Reso - Election - Calling and Giving Notice of Holding Election 060324

RESOLUTION NO. ___-24

A RESOLUTION REQUESTING THE BOARD OF SUPERVISORS TO
CONDUCT THE GENERAL MUNICIPAL ELECTION OF THE
CITY OF EL CAJON ON TUESDAY, NOVEMBER 5, 2024, AND
TO CONSOLIDATE THAT ELECTION WITH ANY
OTHER ELECTIONS TO BE HELD ON THE SAME DAY

WHEREAS, the City of El Cajon has called a general municipal election to be held in this city on Tuesday, November 5, 2024; and

WHEREAS, section 439.1 of the Administrative Code of the County of San Diego authorizes the Registrar of Voters of the County of San Diego to render specified services relating to the conduct of an election to any city or district which has by resolution requested the Board of Supervisors to permit the Registrar to render the services, subject to requirements set forth in that section; and

WHEREAS, pursuant to Part 3 (commencing with §10400), Division 14 of the Elections Code of the State of California (the "Elections Code"), the Board of Supervisors has authority to consolidate public district, city, county, or other political subdivision elections with each other and with any statewide election to be held on the same day.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL CAJON that pursuant to the above-cited provisions, the Board of Supervisors of the County of San Diego is hereby requested to permit the Registrar of Voters to perform and render all services and proceedings incidental to and connected with the conduct of the subject municipal election of the City of El Cajon, with the cooperation and assistance of the City Clerk of El Cajon, such services to include, but not be limited to the following activities as are appropriate to the subject election:

1. Furnish a tabulation of the number of registered voters in each precinct.
2. Establish voting precincts, secure locations for polling places, secure the services of election officers for each precinct as required by law, and furnish a list of precincts, polling places, and election officers for filing in the office of the City Clerk of El Cajon.
3. Prepare and furnish to the election officer's necessary election supplies for the conduct of the election.
4. Cause the requisite number of sample ballots, official ballots, polling place slips, rosters, tally sheets, and other necessary forms to be printed.
5. Furnish and address the envelopes necessary to mail sample ballots to the registered voters of the City of El Cajon.
6. Insert the sample ballots and other printed matter into envelopes for mailing, and cause the same to be mailed, as required by law.

7. Assemble the election material and supplies and make necessary arrangements for their delivery to the various precincts.
8. Distribute absent voter ballots as required by law.
9. Receive the returns of the elections and supplies.
10. Sort and assemble the election materials and supplies in preparation for the canvassing of the returns of the election.
11. Canvas the returns of the election, including the absent voters' ballots.
12. Furnish a tabulation of the number of votes given in each precinct.
13. Make all arrangements and take the necessary steps to pay the members of the precinct boards, the polling place rentals, the persons returning the ballot materials, and to pay all other costs of the election incurred as the result of services performed for the City of El Cajon and pay for the election officials the amounts prescribed by the Board of Supervisors of the County of San Diego.

BE IT FURTHER RESOLVED that the exact forms of the offices to be voted upon to appear on the ballot and to be submitted to the voters is as follows:

**One (1) Member of the City Council to come from
City Council District Two for a term to expire in December 2028**

**One (1) Member of the City Council to come from
City Council District Three for a term to expire in December 2028**

**One (1) Member of the City Council to come from
City Council District Four for a term to expire in December 2028**

BE IT FURTHER RESOLVED that the Board of Supervisors of the County of San Diego is hereby requested to consolidate this election with any other election to be held on the same day, in the same territory, or in territory that is in part the same.

BE IT FURTHER RESOLVED that if this consolidation is ordered, then pursuant to section 10411 of the Elections Code, (a) the election shall be held in all respects as if there were only one election; (b) only one form of ballot shall be used; and (c) the Registrar of Voters of the County of San Diego shall canvass the returns of the subject election as part of the canvass of the returns of the election or elections consolidated thereby.

BE IT FURTHER RESOLVED that if this consolidation is ordered, then pursuant to section 10418 of the Elections Code, recounts conducted, election contests presented, and all other proceedings incidental to, and connected with the election shall be regulated and done in accordance with the provisions of law regulating the statewide election.

BE IT FURTHER RESOLVED that if this consolidation is ordered, then pursuant to section 10410 of the Elections Code, within the territories affected by the order of consolidation, the election precincts, polling places, voting booths and polling hours shall in every case be the same, and there shall be only one set of election officers in each of the precincts.

BE IT FURTHER RESOLVED that the County of San Diego shall be reimbursed in full for the services performed by the Registrar of Voters for the City of El Cajon upon presentation of a bill therefore, and that this City agrees to indemnify and save free and harmless the County, its officers, agents and employees from expense or liability, including reasonable attorneys' fees, as the result of an election contest arising after conduct of this special election, so long as the basis for any such claim arises from the conduct of the City or as a result of the reasonable reliance by County upon information provided by City.

BE IT FURTHER RESOLVED that County will hold the City, its officers, agents and employees free and harmless and will indemnify City, its officers, agents and employees from expense or liability, including reasonable attorneys' fees, as a result of County's negligence.

BE IT FURTHER RESOLVED AND ORDERED that the City Clerk of El Cajon is hereby directed to deliver forthwith certified copies of this Resolution to the Clerk of the Board of Supervisors of the County of San Diego, and to the Registrar of Voters of the County of San Diego.

06/11/24 CC Agenda

Reso - Election – Conduct on 11-05-24 & Consolidate with County 060324

RESOLUTION NO. ____-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CAJON,
CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR
ELECTIVE OFFICE PERTAINING TO MATERIALS SUBMITTED TO THE
ELECTORATE AND THE COSTS THEREOF FOR THE GENERAL MUNICIPAL
ELECTION TO BE HELD IN SAID CITY ON TUESDAY, NOVEMBER 5, 2024

WHEREAS, section 13307 of the Elections Code of the State of California (the "Election Code") provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including the costs thereof.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CAJON,
CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS
FOLLOWS:

SECTION 1. GENERAL PROVISIONS: That pursuant to section 13307 of the Elections Code, each candidate for non-partisan elective office to be voted for at the General Municipal Election to be held in the City of El Cajon on November 5, 2024, may prepare a candidate's statement on an appropriate form provided by the City Clerk.

Each statement may include the name, age, and occupation of the candidate, and a brief description of not more than 200 words of the candidate's education and qualifications expressed by the candidate. Such statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations, and shall in all events comply with requirements of the Elections Code and the law. Such statement shall be filed in the Office of the City Clerk at the time the candidate's nomination papers are filed. Such statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 o'clock p.m. of the next working day after the close of the nomination period.

SECTION 2. PAYMENT: The City Clerk has estimated the total cost of printing, handling, mailing and translating into Spanish, Filipino, Vietnamese and Chinese the candidates' statements filed pursuant to the Elections Code, and requires each candidate filing a statement to pay in advance his or her pro rata share as a condition of having his or her statement included in the voter's pamphlet. These amounts, based on registered voters, are estimated to be: \$1,500.00 for District Two; \$1,600.00 for District Three; and \$1,500.00 for District Four; and are payable upon filing of nomination papers. The City Clerk shall bill each candidate for any cost in excess of the deposit, and shall refund any unused portion of any deposit.

SECTION 3. The City Clerk shall provide each candidate, or the candidate's representative, a copy of this Resolution at the time nominating petitions are issued.

SECTION 4. The City Clerk shall certify to the passage and adoption of this Resolution, shall enter the same in the book of original Resolutions of said City, and shall make a minute of passage and adoption thereof in the records of the proceedings of the

City Council of the City in the minutes of the meeting at which the same is passed and adopted.

06/11/24 CC Agenda
Reso - Election – Adopting Regulations for Candidates for Elective Office (#3) 060324

RESOLUTION NO. ____-24

RESOLUTION ADOPTING PROCEDURE TO
RESOLVE TIE VOTES BY LOT

WHEREAS, pursuant to section 15651 of the Elections Code of the State of California (the "Elections Code"), the City Council may adopt a procedure to resolve a tie vote by lot or by conducting a special runoff election involving only those candidates who received an equal number of votes and the highest number of votes.

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

1. Pursuant to Elections Code section 15651, if at any election, two or more persons receive an equal and the highest number of votes for an office to be voted upon in the City of El Cajon, the tie shall be resolved by lot.

2. Upon a tie vote, the City Council shall forthwith summon the candidates who have received the tie votes, whether upon the canvass of the returns or upon a recount by a court, to appear before Council at such time and place as may be designated by Council. **The Council shall at that time and place determine the tie by lot.**



City Council
Agenda Report

Agenda Item 5.

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Yazmin Arellano, Director of Public of Works
SUBJECT: Continuation of Emergency for Storm Damage Repairs to Public Facilities

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, proclaiming the Continuation of Emergency for Storm Damage Repairs to Public Facilities.

BACKGROUND:

This report provides an update on the Emergency Storm Damage Repairs to public facilities incurred by our City due to recent storms. On February 15, 2024, the City Manager declared an emergency for immediate repairs to protect surrounding property, maintain the integrity of critical stormwater infrastructure, and preserve life and safety. On February 27, 2024, the City Council ratified the City Manager's Declaration and established a Declaration of Emergency with Resolution No. 021-24.

The following is an overview of actions taken and next steps:

Stormwater Channels - COMPLETED

On March 27, 2024, Jimenez Inc. dba MJC Construction (MJC Construction) completed the concrete channel bottom and wall repairs on the County Channel and Forester Creek. The repairs included water diversion and the removal and replacement of steel-reinforced concrete. The initial anticipated cost estimate for repairs was \$200,000. With all work completed, the final amount was \$150,000.

Collapsed Trees - COMPLETED

West Coast Arborist completed the removal of a collapsed tree on Avocado Avenue and a tree obstructing the natural storm channel along the east side of Avocado Avenue. The estimated cost for removal is \$10,000, with the final cost being \$11,281.25.

Slope Erosion - IN PROCESS

On March 12, 2024, Kleinfelder, a geotechnical engineering company, visited the site to observe the slide area. The geologist completed the geologic mapping of the western slope of Avocado Avenue north of Skywood Drive and provided preliminary recommendations on addressing the slope erosion. The recommendations included methods to mitigate the existing slope erosion, including digging back the upper ten feet of the slope to a shallower gradient, removing overhangs and vertical slope sections, and installing a catchment structure along the slope toe to impede or slow any failed material. Staff coordinated the work to remove immediate hazards with contractors experienced with slope remediation techniques. Montano Pipeline completed

the work associated with the upper slope area (digging back to a shallower gradient) on April 30, 2024. The approximate cost for this work is \$262,656. Kleinfelder is performing a more profound study using sonic core drilling to provide the catchment structure design. A sonic core drilling subcontractor performed the work on May 15 and 16, 2024. Geotechnical engineering work is estimated to cost \$225,000. Once the design of the catchment structure is completed, Montano Pipeline will provide the installation cost for approval. A professional Land Surveying consultant marked the City of El Cajon's slope-and-drainage easement, recorded in 1973, and confirmed the jurisdictional boundaries. The #2 southbound lane of Avocado Avenue remains closed to traffic. Initially, there were some assumptions that several private property owners had liability in the slope failure. However, after further investigation, it is apparent that the City will bear responsibility for repair and mitigation measures.

Wells Park Baseball Dugouts - IN PROCESS

The Wells Park dugout roofs on the baseball fields collapsed during the storm due to heavy rain and moisture. Public Works staff demolished and disposed of both collapsed dugout roofs. Staff has coordinated the structural design and replacement of both structures with MJC Construction. Construction of the replacement roofs will begin once the structural drawings are complete and approved by the City. The estimated cost is \$36,260.

On March 12, 2024, City staff attended a mandatory meeting regarding authorized California Disaster Assistance Act (CDAA) funding for San Diego County for the January 2024 Winter Storm to help impacted communities recover from the event. City staff submitted the necessary documentation to apply for reimbursement utilizing the CDAA Program. If it is determined that our emergency expenditures are eligible costs, Cal OES will reimburse the City for up to 75% of eligible repair work costs related to this emergency.

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 California Environmental Quality Act ("CEQA") pursuant to section 15269(b) (Emergency Projects) of the State CEQA Guidelines.

FISCAL IMPACT:

In the Fiscal Year 2023-24 Budget, funding is available in the amount of \$700,000 in Wastewater Maintenance Annual (650720).

Prepared By: Yazmin Arellano, Engineering Services Department Director

Reviewed By: Vince DiMaggio, Assistant City Manager

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

RESOLUTION NO. ____-24

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF EL CAJON PROCLAIMING THE
CONTINUATION OF EMERGENCY FOR STORM DAMAGE 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 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, after the discovery of storm-caused damage in three (3) locations in Forester Creek and damage at another location of a storm drain channel north of Johnson Avenue (the "County Channel"); fallen and damaged trees on, and erosion on the western slope of, Avocado Avenue, north of Skywood Drive (adjoining City limits to the west); and later discovered collapsed dugout roofs at the Wells Park baseball fields, the City Manager declared an emergency on February 15, 2024; and

WHEREAS, while the repairs to the County Channel, the removal of fallen and damaged trees on Avocado Avenue, and the repairs to the channel bottom of Forester Creek have been completed, replacement of the collapsed dugout roofs at the Wells Park baseball fields and repairs to the slope erosion to the western slope of Avocado Avenue remain ongoing, and it is necessary for the City Council to again ratify the City Manager's proclamation of emergency on February 15, 2024, as ratified by the City Council on February 27, 2024, by Resolution No. 021-24; on March 12, 2024, by Resolution No. 024-24; on March 26, 2024, by Resolution No. 030-24; on April 9, 2024, by Resolution No. 035-24; on April 23, 2024, by Resolution No. 037-24; on May 14, 2024, by Resolution No. 046-24; and on May 28, 2024, by Resolution No. 070-24.

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. 021-24, 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 storm damage repairs.

4. That the City Manager, or such person designated by the City Manager, is authorized and directed to apply for, and execute such documents required to establish eligibility to, reimbursement of storm repair work in accordance with such state and federal disaster relief programs established to assist local governments following the January 2024 Winter Storm, including, but not limited to, the California Disaster Assistance Act through the Governor's Office of Emergency Services.

5. 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.

06/11/24 CC Agenda
Reso - Proclaiming Emergency Continuation #7 for Storm Damage Repairs 052924



City Council Agenda Report

Agenda Item 6.

DATE: June 11, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Yazmin Arellano, Director of Public of Works

SUBJECT: Adoption of the Road Maintenance and Rehabilitation Account (RMRA) List of Proposed Projects for FY 2024-25

RECOMMENDATION:

That the City Council:

1. Adopts the next Resolution, in order, adopting the proposed List of Projects to be funded from the Road Maintenance and Rehabilitation Account (RMRA) Local Streets and Roads Funding Program for Fiscal Year 2024-25; and
2. Directs City staff to submit to the California Transportation Commission (CTC) a list of proposed projects to receive RMRA funding for Fiscal Year 2024-25.

BACKGROUND:

In 2017, the Governor signed Senate Bill (SB) 1, also known as the Road Repair and Accountability Act of 2017, to provide additional funding for basic road maintenance, rehabilitation, and safety needs on state highways and local street systems. Funding received from SB 1 is generated from both gasoline and diesel fuel excise taxes and vehicle registration fees and provides for inflationary adjustments to tax rates in future years. Revenue received is allocated to the Road Maintenance and Rehabilitation Account (RMRA) and available to agencies for use on street resurfacing projects through the Local Streets and Roads Funding Program. The projected revenue for Fiscal Year 2024-25 for the City of El Cajon is estimated to be \$2,717,166.

SB 1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. Therefore, in order to be eligible for RMRA funding, the statute requires cities and counties to provide basic annual reporting to the California Transportation Commission (CTC). Further, all projects anticipated to receive funding through RMRA must be identified annually in an approved List of Proposed Projects and submitted to the CTC by July 1st. Projects identified on the list are required to include a description, location, schedule for completion, and the estimated useful life of the improvement.

The current List of Proposed Projects is reflected in the Resolution attached to this report, specifically in *Exhibit A - RMRA 2024-25 List of Proposed Projects*, and is delineated in *Attachment 1 to Exhibit A - RMRA 2024-2025 Map of Proposed Projects*. Upon adoption of the attached Resolution, all proposed streets included in this list will be included in the City's Capital Improvement Program Budget.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The proposed list of projects to be funded by the RMRA Local Streets and Roads Funding Program is exempt from the California Environmental Quality Act ("CEQA"), pursuant to State CEQA Guidelines section 15301(c). Section 15301(c) provides an exemption for street maintenance, the installation of bicycle lanes and pedestrian crossing safety improvements. None of the exemption exceptions listed under CEQA Guidelines section 15300.2 exist.

FISCAL IMPACT:

Revenue from RMRA (511500) to the City of El Cajon for Fiscal Year 2024-25 is estimated to be \$2,717,166.

Prepared By: Zain Hana, Assistant Engineer

Reviewed By: Yazmin Arellano, Director of Public Works

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

Exhibit A - RMRA 2024-25 List of Proposed Projects

RESOLUTION NO. ____-24

RESOLUTION ADOPTING A LIST OF PROJECTS
FOR FISCAL YEAR 2024-25 FUNDED BY
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

WHEREAS, Senate Bill 1 ("SB 1"), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City of El Cajon are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of El Cajon must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account ("RMRA"), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of El Cajon, will receive an estimated \$2,717,166 in RMRA funding in Fiscal Year 2024-25 from SB 1; and

WHEREAS, SB 1 funding will enable the City of El Cajon to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible; and

WHEREAS, the City of El Cajon used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the community's priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City of El Cajon maintain and rehabilitate major or arterial roads, install street preservation materials on local and collector streets, and add active transportation infrastructure throughout the City of El Cajon this year and into the future; and

WHEREAS, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City of El Cajon's streets and roads are in a "good" condition and this revenue will help us increase the overall quality of our road system and over the next decade will keep our streets and roads in a "good" condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide; and

WHEREAS, the City Council determined the proposed list of projects to be funded by the Road Maintenance and Rehabilitation Account (RMRA) Local Streets and Roads Funding Program is categorically exempt from environmental review in accordance with section 15301, Class 1 (Existing Facilities) of the State CEQA Guidelines.

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

Section 1. The foregoing recitals are true and correct.

Section 2. The City Council hereby finds and declares that the projects to be funded by the RMRA Local Streets and Roads Funding Program, as included herein, are exempt from the California Environmental Quality Act ("CEQA"), pursuant to CEQA Guidelines section 15301 (c), which provides an exemption for street maintenance, the installation of bicycle lanes and pedestrian crossing safety improvements. Further, the City Council hereby finds and declares that none of the exceptions to said exemption as provided in CEQA Guidelines section 15300.2 exist.

Section 3. The following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2024-25 Road Maintenance and Rehabilitation Account revenues:

1) **PROJECT TITLE:** Slurry 2025

PROJECT DESCRIPTION: Provides for the resurfacing of various thoroughfare, collector, and local streets using slurry seals.

PROJECT LOCATION:

Boundary 1 – Fletcher Hills Neighborhoods

Locations not yet final

ESTIMATED PROJECT SCHEDULE: 06/25 – 08/25

ESTIMATED PROJECT USEFUL LIFE: 5-8 Yrs.

2) **PROJECT TITLE:** Asphalt Spot Repairs 2025

PROJECT DESCRIPTION: Provides for asphalt spot repairs for thoroughfare, collector, and local streets in preparation for the City's slurry seal project.

PROJECT LOCATION:

Boundary 1 – Fletcher Hills Neighborhoods

Locations not yet final

ESTIMATED PROJECT SCHEDULE: 12/24 – 02/25

ESTIMATED PROJECT USEFUL LIFE: 5-8 Yrs.

Section 4. The following previously proposed and adopted projects may also utilize Fiscal Year 2024-25 Road Maintenance and Rehabilitation Account revenues in

their delivery. With the relisting of these projects the City of El Cajon is reaffirming its intent to fund these projects with Road Maintenance and Rehabilitation Account revenues:

1) **PROJECT TITLE:** Overlay 2023

PROJECT DESCRIPTION: Provides for the reconstruction and/or resurfacing of several thoroughfare, collector, and local streets using asphalt overlays.

PROJECT LOCATIONS:

Anza St. – Washington Ave. to Alley
Broadway – SR 67 to City Limit
Brockwood Dr. – Cedar St. to Applewood Dr.
Catalpa Way – Cedar St. to Cul De Sac
Cedar St. – Ballantyne St. to Alley
Chase Ave. – El Cajon Blvd. to Avocado Ave.
Cherrywood Way – Cedar St to Broadway
Cuyamaca St. – Weld Blvd. to City Limit
E Main St. – Mollison Ave. to Melody Ln.
Fletcher Pkwy. – N Magnolia Ave. to SR 67
Laurelwood Way – Cedar St. to Cul De Sac
Lexington Ave. – Mollison Ave. to S 1 st St.
Magnolia Ave. – Madison Ave. to Caltrans ROW
Maplewood Way – Cedar St. to Cul De Sac

ESTIMATED PROJECT SCHEDULE: 09/24 – 11/24

ESTIMATED PROJECT USEFUL LIFE: 13-20 Yrs.

Section 5. The list of projects proposed to be benefited by the RMRA funds, attached hereto as Exhibit “A” (the “RMRA 2024-25 List of Proposed Projects”) is hereby approved.

Section 6. The Director of Public Works (the “Director”), or such person designated by the Director, is hereby authorized and directed to submit to the California Transportation Commission (“CTC”) the RMRA 2024-25 Project List and such other documents as may be required by the CTC.

Section 7. The City of El Cajon does hereby certify that all applicable provisions of the RMRA Policy will be met.

Exhibit "A"

RMRA 2024-25 List of Proposed Projects

Slurry 2025		
No.	Location	Limits
1	Boundary 1	Fletcher Hills Neighborhoods

Asphalt Spot Repairs 2025		
No.	Location	Limits
1	Boundary 1	Fletcher Hills Neighborhoods

Overlay 2023		
No.	Location	Limits
1	Anza St	Washington Ave. - Alley
2	Broadway	SR 67 - City Limit
3	Brockwood Dr.	Cedar St. - Applewood Dr.
4	Catalpa Way	Cedar St. - Cul De Sac
5	Cedar St	Ballantyne St. - Alley
6	Chase Ave.	El Cajon Blvd. - Avocado Ave.
7	Cherrywood Way	Cedar St. - Broadway
8	Cuyamaca St.	Weld Blvd. - City Limit
9	E Main St.	Mollison Ave. - Melody Ln.
10	Fletcher Pkwy.	N Magnolia Ave. - SR 67
11	Laurelwood Way	Cedar St. - Cul De Sac
12	Lexington Ave.	Mollison Ave. - S 1st St.
13	Magnolia Ave	Madison Ave. - CalTrans ROW
14	Maplewood Way	Cedar St. - Cul De Sac


ATTACHMENT 1- RMRA 2024-25 MAP OF PROPOSED PROJECTS

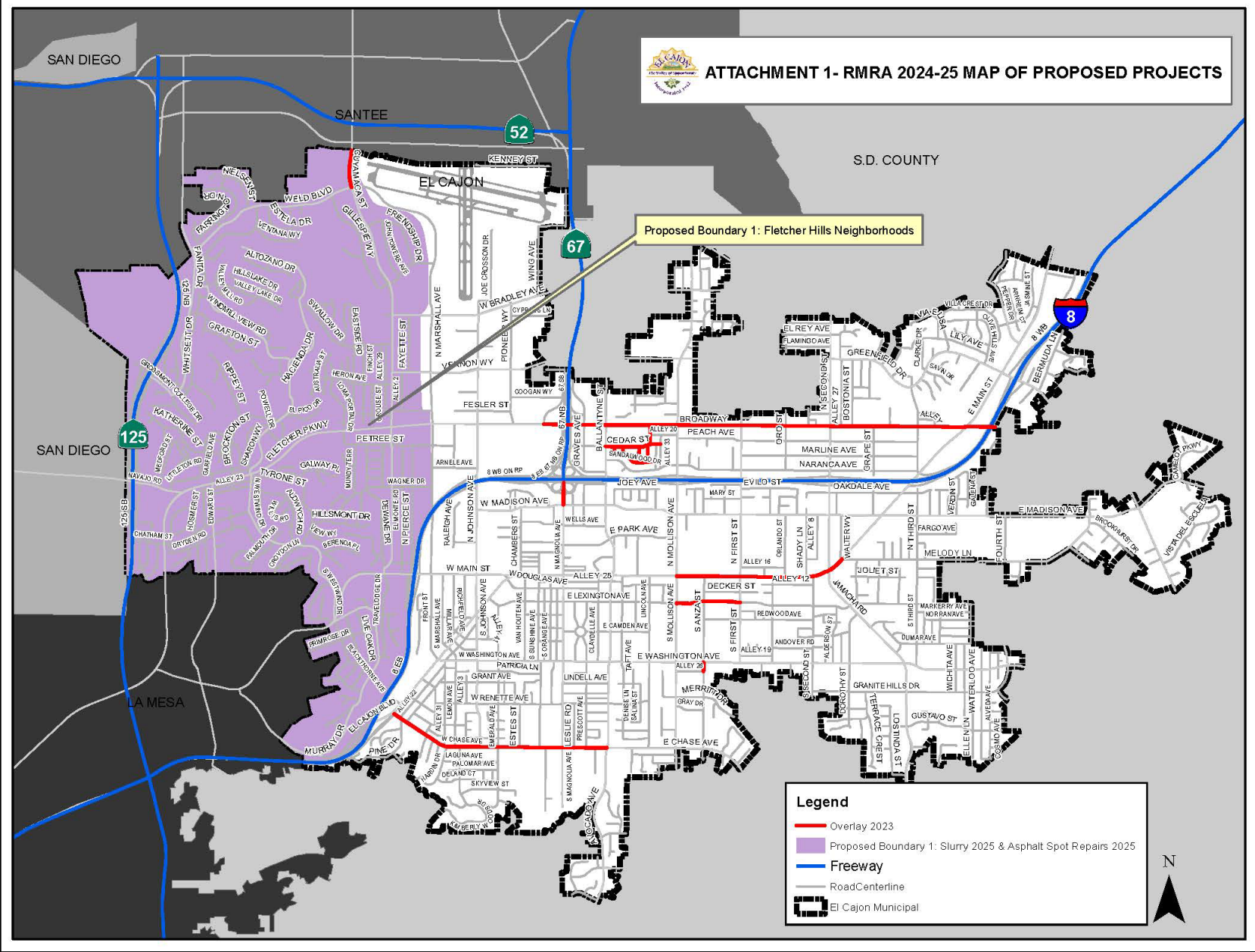


Exhibit "A"

RMRA 2024-25 List of Proposed Projects

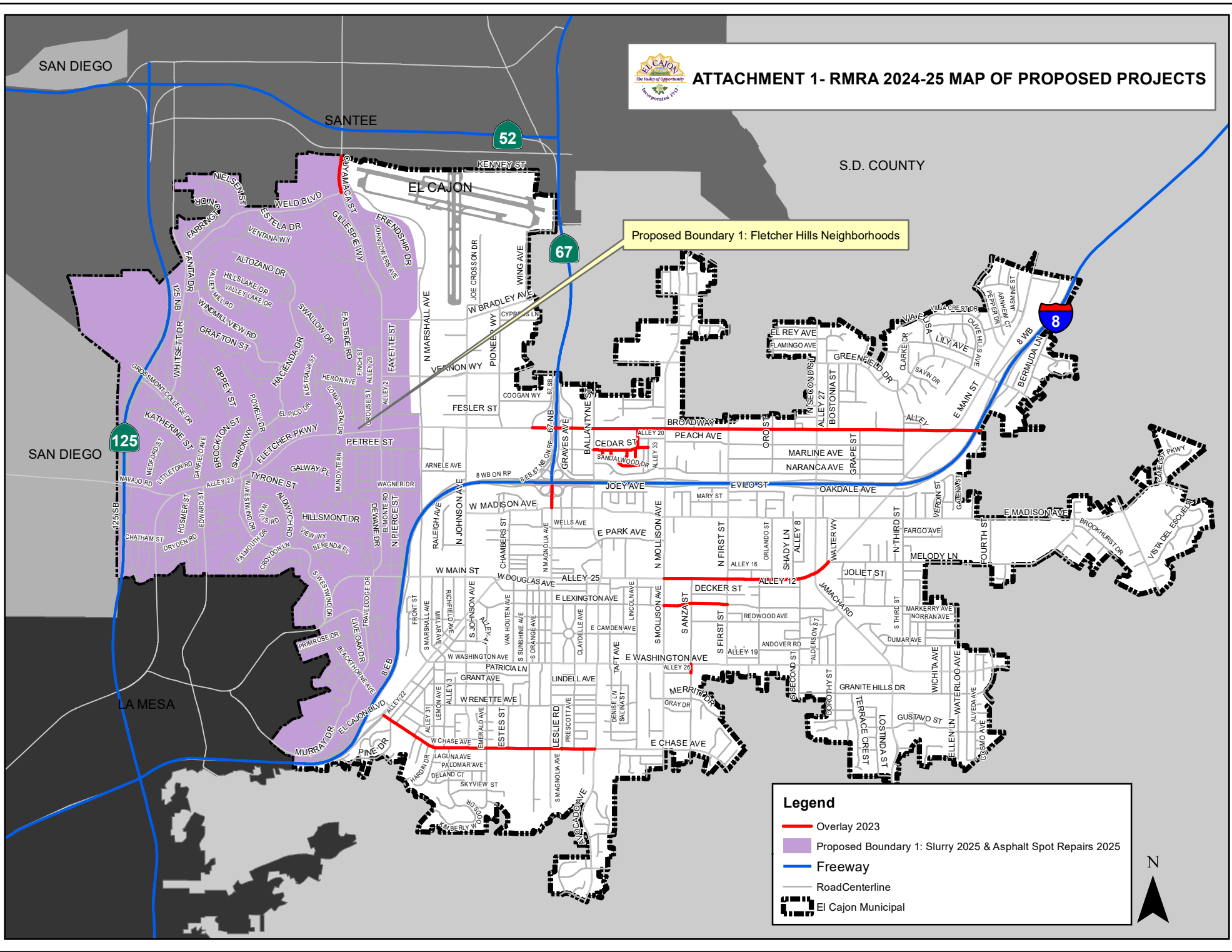
Slurry 2025		
No.	Location	Limits
1	Boundary 1	Fletcher Hills Neighborhoods

Asphalt Spot Repairs 2025		
No.	Location	Limits
1	Boundary 1	Fletcher Hills Neighborhoods

Overlay 2023		
No.	Location	Limits
1	Anza St	Washington Ave. - Alley
2	Broadway	SR 67 - City Limit
3	Brockwood Dr.	Cedar St. - Applewood Dr.
4	Catalpa Way	Cedar St. - Cul De Sac
5	Cedar St	Ballantyne St. - Alley
6	Chase Ave.	El Cajon Blvd. - Avocado Ave.
7	Cherrywood Way	Cedar St. - Broadway
8	Cuyamaca St.	Weld Blvd. - City Limit
9	E Main St.	Mollison Ave. - Melody Ln.
10	Fletcher Pkwy.	N Magnolia Ave. - SR 67
11	Laurelwood Way	Cedar St. - Cul De Sac
12	Lexington Ave.	Mollison Ave. - S 1st St.
13	Magnolia Ave	Madison Ave. - CalTrans ROW
14	Maplewood Way	Cedar St. - Cul De Sac



ATTACHMENT 1- RMRA 2024-25 MAP OF PROPOSED PROJECTS



Proposed Boundary 1: Fletcher Hills Neighborhoods

Legend

- Overlay 2023
- Proposed Boundary 1: Slurry 2025 & Asphalt Spot Repairs 2025
- Freeway
- Road Centerline
- El Cajon Municipal





City Council Agenda Report

Agenda Item 7.

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Clay Schoen, Director of Finance
SUBJECT: Application of Animal Shelter Construction Donations

RECOMMENDATION:

That the City Council approves the retroactive application of donations received for the Animal Shelter building to fund Animal Shelter project costs.

BACKGROUND:

The City of El Cajon received generous donations from the community resulting in approximately \$267,000 in money collected as support for the construction of the animal shelter building. This money was held in reserve during the construction of the Animal Shelter. The project was completed in fiscal year 2018, utilizing primarily Public Safety Facility funds. Due to the implementation of the City's new ERP system, the reconciliation of the Animal Shelter project costs and funding was delayed. The reconciliation determined that the donations received for the Animal Shelter can be retroactively applied to the project. This will free up Public Safety Facility funds to be used for other, current public safety facility projects.

Staff requests Council's approval to retroactively apply the funds accumulated for the Animal Shelter, totaling approximately \$267,000, to the Public Safety Facility fund in order to use the funds received for their intended purpose.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The proposed action to transfer donated funds is exempt from the California Environmental Quality Act ("CEQA") because it is not a "project" under section 15378(b)(4) of the State CEQA Guidelines. It is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact.

FISCAL IMPACT:

This item will result in the transfer of donation funds received to the Public Safety Facility Fund (502) of approximately \$267,000, and will subsequently allow Public Safety Facility funds to be used on other projects.

Prepared By: Luca Gonzales, Financial Operations Manager
Reviewed By: Clay Schoen, Director of Finance
Approved By: Graham Mitchell, City Manager



City Council Agenda Report

Agenda Item 8.

DATE: June 11, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Mike Moulton, Chief of Police

SUBJECT: FY 2021 Urban Area Security Initiative (UASI) Grant Funding Modification for 6 Unmanned Aerial Systems (UAS)

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, authorizing the City Manager or designee to accept, appropriate, and expend the modification to the FY 2021 Urban Area Security Initiative (UASI) Grant fund in the additional amount of \$191,000, and to execute any grant documents and agreements necessary for the receipt and use of these funds.

BACKGROUND:

Since the terrorist attacks of September 11, 2001, there has been a heightened concern over the potential act of terrorism to occur again within the United States. The Federal Government, through the Department of Homeland Security, has provided communities throughout the country with hundreds of millions of dollars for the fight against terrorism.

The Police and Fire Department previously received Council approval (Resolution Nos. 065-22 & 093-22) to appropriate funding in the amount of \$54,419 for training. The San Diego Office of Emergency Services approved an additional amendment in the amount of \$191,000. The El Cajon Police Department will utilize the additional funding for the purchase of six (6) unmanned aerial systems (i.e., drones) after following procedures for the purchase of military equipment as required by Chapter 3.20 or the El Cajon Municipal Code and the City's Military Equipment Policy (as defined by ECMC section 3.20.005).

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The approval of the Urban Area Security Initiative (UASI) Grant funds and identification of the type of equipment to be purchased is not subject to the California Environmental Quality Act ("CEQA") because it does not constitute a project. Pursuant to State CEQA Guidelines section 15378(b)(2), it is a continuing administrative activity of government that will not result in direct or indirect physical changes in the environment. The final expenditure of such funds will be subject to its own environmental review under CEQA.

FISCAL IMPACT:

The grant modification of \$191,000 will provide additional funding to the UASI21 Grant (UASI21) and will not impact the City's General Fund. No matching funds are required for this grant. The additional funding will be used solely by the Police Department for the project listed above or as modified in the grant workbook and approved by the granting agency.

Prepared By: Amanda Penaflor

Reviewed By: Mike Moulton, Police Chief

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

RESOLUTION NO. ____-24

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF EL CAJON AUTHORIZING THE ACCEPTANCE OF
THE FY21 STATE HOMELAND SECURITY GRANT –
URBAN AREA SECURITY INITIATIVE GRANT
MODIFICATION IN THE AMOUNT OF \$191,000 TO
FUND EQUIPMENT FOR THE CITY OF EL CAJON
POLICE AND FIRE DEPARTMENTS

WHEREAS, since the terrorist attacks of September 11, 2001, there continues to be a heightened concern over the potential act of terrorism to occur again within the borders of the United States, and the federal government, through the Department of Homeland Security (the "Department"), has provided communities throughout the Country with financial assistance in the fight against terrorism; and

WHEREAS, the City of El Cajon (the "City") has been awarded an amount of FY2021 State Homeland Security Grant Urban Area Security Initiative ("UASI") grant funding in the sum of \$191,000 for the purchase of six (6) Unmanned Aerial Systems; and

WHEREAS, the purchase of equipment funded by the UASI grant does not constitute a project pursuant to California Environmental Quality Act ("CEQA") Guidelines section 15378(b)(2) on the basis that it is a continuing administrative or organizational activity of government that will not result in direct or indirect physical changes in the environment; and

WHEREAS, the City Council has determined that it is in the best interests of the City to be a recipient of the designated grant funds.

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

Section 1. The above recitals are true and correct, and are the findings of the City Council.

Section 2. The purchase of equipment funded by the UASI grant is exempt from CEQA on the basis that it is a continuing administrative or organizational activity of government that will not result in direct or indirect physical changes in the environment.

Section 3. The City Council hereby authorizes the acceptance and appropriation of the UASI funds from the Department in the amount of \$191,000, generally for the purposes set forth herein, provided, however, that the City Manager, or such person designated by the City Manager, is allowed to modify the specific use of UASI funds, with the approval of the Department so long as the use of the UASI is in compliance with Chapter 3.20 of the El Cajon Municipal Code.

Section 4. The City Council hereby further authorizes the City Manager, or such person designated by the City Manager, to execute any grant documents and agreements

necessary for the receipt and use of these funds on behalf of the City of El Cajon, with such changes as may be approved by the City Manager, or such person designated by the City Manager, and to take all actions and to execute all documents necessary or appropriate to carry out the terms of the UASI grant.

06/11/24 CC Agenda
Resolution – FY21 UASI Grant Funding Modification PD & FD Equipment (Drones) 060324



City Council
Agenda Report

DATE: June 11, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Mara Romano, Purchasing Agent

SUBJECT: Award of RFP No. 026-24 – Audio Visual Upgrades & As-Needed Support Services Re-Bid

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, to enter into an agreement with EIDIM Group, Inc. (EIDIM), in an amount not to exceed \$299,997.10 for the initial one-year term, with the option to renew for four additional one-year periods.

BACKGROUND:

On October 24, 2023, the City Council approved rejecting all bids and authorized re-bidding the project with revised plans and specifications.

On November 22, 2023, the City of El Cajon issued a Request for Proposals (RFP) for Audio Visual Upgrades & As-Needed Support Services Re-Bid. The project encompasses technical support, installation, and maintenance services for audio visual equipment located in various council and conference spaces within City of El Cajon-owned facilities. The initial one-year term will cover the purchase of equipment and installation, configuration, and training services, while the four additional one-year renewal options will provide support services.

One proposal was received before 5:00 p.m. on January 9, 2024, and was independently reviewed by a three-person evaluation committee. The committee based its assessment on the evaluation criteria specified in the RFP: fiscal responsibility; project organization and key personnel; experience and references; technical competence; proposed methodology; exceptions to terms and conditions; and cost.

After thorough evaluation of the response, the City conducted an interview with the sole firm and negotiated the services and cost through multiple Best and Final Offers from EIDIM. It was determined the proposal received from EIDIM best met the City's requirements.

If approved by City Council, the City Manager would have the authority to execute the agreement and subsequent renewals. The attached memorandum details the evaluation process.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

This action is exempt from the California Environmental Quality Act ("CEQA") in accordance with section 15301 of the State CEQA Guidelines because it involves the operation and maintenance of existing electronic equipment.

FISCAL IMPACT:

The fiscal impact for the initial one-year term is \$299,997.10 and will be funded by the American Rescue Plan Act (ARP02). Subsequent four-year renewal costs are estimated to total \$16,000 and will be funded by the IT Services Citywide Fund.

Prepared By: Mara Romano, Purchasing Agent

Reviewed By: Sara Diaz, Director of Information Technology

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

Memorandum - 026-24

RESOLUTION NO. ____-24

RESOLUTION AWARDING REQUEST FOR PROPOSALS NO. 026-24
FOR AUDIO VISUAL UPGRADES AND AS-NEEDED SUPPORT SERVICES RE-BID

WHEREAS, on November 22, 2023, the City of El Cajon (the "City") issued a Request for Proposals (the "RFP") for Audio Visual Upgrades & As-Needed Support Services Re-Bid (the "Project") to include technical support, installation, and maintenance services for audio visual equipment located in various council and conference spaces within City-owned facilities, for a one-year term with an option to renew the contract for up to four (4) additional one-year terms; and

WHEREAS, the initial one-year term will cover the purchase of equipment and installation, configuration, and training services, and the four additional one-year renewal options will provide support services; and

WHEREAS, one (1) proposal was received before 5:00 p.m. on January 9, 2024, and was independently reviewed by a three-person evaluation committee, which based its assessment on the evaluation criteria specified in the RFP, including fiscal responsibility; project organization and key personnel; experience and references; technical competence; proposed methodology; exceptions to terms and conditions; and cost; and

WHEREAS, after a thorough evaluation of the sole response received from EIDIM Group, Inc. ("EIDIM"), City staff City conducted an interview and negotiated the services and cost through multiple Best and Final Offers from EIDIM, and determined the proposal best met the City's requirements; and

WHEREAS, the fiscal impact for the initial one-year term is \$299,997.10, and will be funded by the American Rescue Plan Act (ARP02); and

WHEREAS, subsequent four-year renewal costs are estimated to total \$16,000 and will be funded by the IT Services Citywide Fund; and

WHEREAS, the Project is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines section 15301 as it involves the operation and maintenance of existing electronic equipment; and

WHEREAS, the City Council believes it to be in the City's best interest to award the RFP to EIDIM, in the not-to-exceed amount of \$299,997.10 for an initial one-year term, with an option to renew for up to four (1) additional one-year terms.

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

1. The above recitals are true and correct, and are the findings of the City Council.

2. The City Council hereby finds that this Project is exempt from CEQA pursuant to State CEQA Guidelines section 15301 as it involves the operation and maintenance of existing electronic equipment.

3. The City Council hereby awards RFP No. 026-24 to EIDIM Group, Inc. in the not-to-exceed amount of \$299,997.10 for an initial one-year term, with an option to renew for up to four (4) additional one-year terms.

4. The City Manager, or designee, and City Clerk are authorized and directed to execute an agreement for the Project on behalf of the City of El Cajon (the "Agreement"), with such changes, amendments, or extensions as maybe approved by the City Manager, or designee, and to take all actions and to execute all documents and/or attachments to the Agreement, and other documents necessary or appropriate to carry out the terms of the Agreement.

06/11/24 CC Agenda
Reso – RFP 026-24 – Audio Visual Upgrades & Support Svcs Re-Bid – Awd (EIDIM) 053124

CITY OF EL CAJON



MEMORANDUM

DATE: May 20, 2024
TO: Mara Romano, Purchasing Agent
FROM: Sara Diaz, Director of IT
SUBJECT: RECOMMENDATION TO AWARD – RFP No.026-24 – Audio Visual Upgrades and As Needed Support Services Re-Bid

The City of El Cajon received one (1) proposal for the above referenced Request for Proposal (RFP). The selection committee comprised of personnel from the City of El Cajon independently scored each proposal on the evaluation form included in RFP No. 026-24. The proposal evaluation form is based on a weighted scale with criteria including: 1) Identification of the Vendor and Establishment of Vendor's Fiscal Responsibility (2) Project Organization and Key Personnel (3) Project Experience and References (4) Technical Competence (5) Proposed Methodology and Approach and (5) Exceptions to Terms and Conditions (6) Cost Estimate for a combined possible score of 100 points.

The weighted scores for the firm resulted in the following ranking:

Vendor	Total Weighted Average Score
EIDIM	67.83

The sole firm was invited to an interview with the selection committee which resulted in a request for multiple Best and Final Offers (BAFO).

Recommendation:

After reviewing the proposal, cost proposal, interview, and BAFOs, the selection committee recommends that the City of El Cajon enter into a one-year contract with EIDIM for Audio Visual Upgrades and As Needed Support Services with up to four (4) one-year renewals.

The cost for the contract, is estimated to total \$315,997.10. Equipment purchase, installation, configuration, and training estimated at \$299,997.10 will be funded by ARPA for the initial year. Optional one-year renewal support services are estimated at \$4,000 and will be budgeted in Citywide IT Services.

Submitted and Authorized by:

Sara Diaz

Sara Diaz, Director of IT



City Council
Agenda Report

Agenda Item 10.

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Mara Romano, Purchasing Agent
SUBJECT: Award of Bid No. 006-25 – Street Sweeping Services for the Cities of El Cajon, Del Mar, & Solana Beach

RECOMMENDATION:

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

1. Approve the Plans and Specifications for Street Sweeping Services for the Cities of El Cajon, Del Mar, & Solana Beach, Bid No. 006-25; and
2. Award the bid to the lowest responsive, responsible bidder, SCA of CA, LLC, in the not-to-exceed amount of \$710,577.20, with the option to renew for four additional one-year periods. The City of El Cajon's portion of the award is \$602,024.02 for the first year.

BACKGROUND:

The Street Sweeping Services for the Cities of El Cajon, Del Mar, & Solana Beach is a three-city cooperative contract with the City of El Cajon as the lead agency. The bid was advertised on March 14, 2024, and the City received two responses on May 1, 2024; all responses were evaluated.

Staff recommends the City Council adopt resolutions to (1) Approve the plans and specifications for the service, and (2) Award the bid to the lowest responsive, responsible bidder, SCA of CA, LLC, in the not-to-exceed amount of \$710,577.20. The summary of bids is attached, and complete proposals are on file in the Purchasing Division.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The proposed Street Sweeping Services is exempt from the California Environmental Quality Act ("CEQA") pursuant to section 15301(c) of the State CEQA Guidelines. This exemption applies to projects involving repair and maintenance of existing public or private structures, facilities, and mechanical equipment involving negligible or no expansion of use, including public streets and highways.

FISCAL IMPACT:

The initial fiscal impact for the City of El Cajon's portion of this project is \$602,024.02. Sufficient funds are included in the proposed Fiscal Year 2024-25 Annual Budget Public Works Wastewater NPDES (650740), contingent upon City Council approval. Subsequent 4-year not-to-exceed costs, based on a projected increase of 3% annually, for El Cajon's portion are estimated to total \$2,594,203.26 (\$3,061,973.66 for all cities combined).

Prepared By: Mara Romano, Purchasing Agent

Reviewed By: Yazmin Arellano, Director of Public Works

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

Resolution

Bid Summary - 006-25

RESOLUTION NO. ____-24

RESOLUTION APPROVING PLANS AND SPECIFICATIONS
FOR STREET SWEEPING SERVICES FOR THE
CITIES OF EL CAJON, DEL MAR AND SOLANA BEACH
(Bid No. 006-25)

WHEREAS, the Director of Public Works has submitted plans and specifications for Bid No. 006-25 Street Sweeping Services for the Cities of El Cajon, Del Mar, and Solana Beach (the "Project"); and

WHEREAS, it appears to be in the best interests of the City of El Cajon that the plans and specifications for the Project should be approved.

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

1. That the plans and specifications for the Project submitted by the Director of Public Works are hereby approved and adopted as the official plans and specifications for said Project.

2. Said plans and specifications are directed to be filed in the office of the Director of Public Works of the City of El Cajon.

06/11/24 CC Agenda

Reso – Bid No. 005-25 – Street Sweeping Svcs (w-Del Mar & Solana Beach) - Approve Plans & Specs 053124

RESOLUTION NO. ____-24

RESOLUTION AWARDING BID FOR
FOR STREET SWEEPING SERVICES FOR THE
CITIES OF EL CAJON, DEL MAR AND SOLANA BEACH
(Bid No. 006-25)

WHEREAS, the City of El Cajon (the "City") is the lead agency for a three-city cooperative contract that provides street sweeping services for the cities of El Cajon, Del Mar and Solana Beach (the "Project"); and

WHEREAS, Bid No. 006-25 for Street Sweeping Services (the "Bid"), for a one-year term with the option to renew for four (4) additional one-year renewal periods, was advertised on March 14, 2024, and the City received and evaluated two (2) responses on May 1, 2024; and

WHEREAS, each participating entity is responsible for its own contractual arrangement and payment; and

WHEREAS, City staff recommends that the Bid be awarded to the lowest responsive, responsible bidder, SCA of CA, LLC, in the not-to-exceed amount of \$710,577.20, with the City's portion to be \$602,024.02, for the initial one-year term; and

WHEREAS, sufficient funds are included in the proposed Fiscal Year 2024-25 Annual Budget Public Works Wastewater NPDES, contingent upon City Council approval; and

WHEREAS, subsequent costs, based on a projected increase of 3% annually, for the four (4) optional renewal periods, are estimated to total \$2,594,203.26 for City's portion of the total cumulative total of \$3,061,973.66 for all cities combined; and

WHEREAS, the Project is exempt from the California Environmental Quality Act ("CEQA") pursuant to section 15301(c) of the State CEQA Guidelines, which applies to projects involving repair and maintenance of existing public or private structures, facilities, and mechanical equipment involving negligible or no expansion of use, including public streets and highways; and

WHEREAS, the City Council believes it to be in the best interests of the City to award the Bid to the lowest responsive, responsible bidder as recommended by the City staff.

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

1. The City Council hereby finds the foregoing recitals to be true and correct, and the findings of the City Council.
2. The City Council hereby finds that the Project is exempt from the CEQA pursuant to section 15301(c) of the State CEQA Guidelines, which applies to projects

involving repair and maintenance of existing public or private structures, facilities, and mechanical equipment involving negligible or no expansion of use, including public streets and highways.

3. The City Council does hereby reject all other bids and proposals except that herein mentioned, and awards Bid No. 006-25 for Street Sweeping Services for the Cities of El Cajon, Del Mar and Solana Beach, for an initial one-year term with four (4) additional one-year optional periods, to:

SCA of CA, LLC

in the total not-to-exceed amount of \$710,577.20 for the combined work for the cities of El Cajon, Del Mar and Solana Beach, with the City of El Cajon's portion of said award to be \$602,024.02 for the initial one-year term.

4. The Mayor and City Clerk are authorized and directed to execute a contract for said project on behalf of the City of El Cajon.

06/11/24 CC Agenda

Res - Bid 006-25 – Street Sweeping Svcs (w-Del Mar & Solana Beach) – Awd (SCA of CA) 060324



City of El Cajon – Purchasing Division

BID EVALUATION

(To be included as an attachment to the agenda report.)

Bid No. 006-25	Bid Name: Street Sweeping Services for the Cities of El Cajon, Del Mar, & Solana Beach
Solicitation Due Date/Time: May 1, 2024/ 2:00 p.m.	Initial Date of Advertisement: March 14, 2024
Number of Responses Received: 2	Bid Estimate: \$542,000

SUMMARY OF BIDS (INCLUDE ANY ADD. ALTS.):

Vendor	Vendor Type	Bid Amount	Format	Submit Date
SCA of CA, LLC	CADIR	\$710,577.1946	Electronic	04/29/2024 5:45:24 PM
Guardian Street Sweeping	CADIR	\$991,649.5703	Electronic	05/01/2024 1:14:34 PM

BID EVALUATION (TOP THREE LOWEST RESPONSES):

Bidder	Bid Responsiveness	Notes
SCA of CA, LLC	Yes	
Guardian Street Sweeping	Yes	

LEGAL REVIEW REQUIRED: YES NO **IF YES, DATE LEGAL REVIEW COMPLETED:**

RENEWAL OPTIONS: YES NO **IF YES, SPECIFY TERM W/RENEWAL OPTIONS:** INITIAL ONE YEAR TERM WITH THE OPTION TO RENEW FOR FOUR ADDITIONAL ONE YEAR PERIODS

LOWEST, RESPONSIVE, RESPONSIBLE BIDDER NAME AND AMOUNT: SCA OF CA, LLC, \$710,577.1946

PURCHASING DIVISION:

Review Completed By: Mara Romano

Date: May 15, 2024



**City Council
Agenda Report**

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Mara Romano, Purchasing Agent
SUBJECT: Disposal of Retired Property

RECOMMENDATION:

That the City Council declares the listed property retired and authorizes disposal in accordance with policy.

BACKGROUND:

In accordance with Municipal Code 3.16.090, departments shall submit to the purchasing agent reports showing supplies and equipment that are no longer used or have become obsolete or worn out.

Obsolete computer equipment shall be donated to the non-profit charitable organization: San Diego Futures Foundation. Equipment which can be salvaged is repaired/refurbished and donated back to non-profit organizations in the community. Equipment which cannot be reused is recycled, generating money for their educational programs. Local programs that have benefited in the past from San Diego Futures Foundation donations include the McAlister Institute, Cajon Valley School District, Grossmont High School, and El Cajon Youth Football and Cheer.

The City of El Cajon's IT Department shall erase all sensitive data from computer hard drives prior to disposal.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

This action is not considered a "Project" pursuant to California Environmental Quality Act ("CEQA") section 15378(b)(5) because it is an administrative activity of government.

FISCAL IMPACT:

None.

Prepared By: Mara Romano, Purchasing Agent

Reviewed By: N/A

Approved By: Graham Mitchell, City Manager

Retired Property List

Retired Property List
City Council Meeting: June 11, 2024

Equipment for Donation to San Diego Futures Foundation

Quantity	Description
17	Monitors
3	Server
4	Laptop
9	Printer
1	DVR
3	Switch
	Miscellaneous Hardware Components



City Council
Agenda Report

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Mike Moulton, Chief of Police
SUBJECT: California 9-1-1 Emergency Communications Branch Funding for
Emergency Telephone System Replacement

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, to authorize the City Manager, or designee, to accept, appropriate, and expend the State of California, Office of Emergency Services, Public Safety Communications, California 9-1-1 Emergency Communications Branch reimbursement in the amount of \$43,796.59, and to execute any documents and agreements necessary for the receipt and use of these funds.

BACKGROUND:

The Emergency Telephone Users Surcharge Act (California Revenue and Taxation Code, sections 41001-41176) designates the State of California, Office of Emergency Services, Public Safety Communications, California 9-1-1 Emergency Communications Branch (CA 9-1-1 Branch) as administrator and manager of the State Emergency Telephone Number Account and reimburses agencies for equipment and services necessary for the delivery and answering of 9-1-1 calls in the State of California. The goal of the CA 9-1-1 Branch is to enable each Public Safety Answering Point (PSAP) to provide the fastest, most reliable, and cost-effective access to emergency services for every 9-1-1 caller in California. Subsequent to the initial approved funding request, on May 9, 2024, the CA 9-1-1 Branch approved the Commitment to Fund 9-1-1 Equipment and Services document in the amount of \$189,525.62 of which \$145,729.03 will be paid directly by the CA 9-1-1 Branch and \$43,796.59 will be paid directly by the City and reimbursed by the CA 9-1-1 Branch.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The purchase of equipment funded by California 9-1-1 Branch does not constitute a project pursuant to the California Environmental Quality Act ("CEQA"). In accordance with State CEQA Guidelines section 15378(b)(2), it is a continuing administrative activity of government that will not result in direct or indirect physical changes in the environment.

FISCAL IMPACT:

The fiscal impact of this action will result in a \$43,797 increase in appropriations for the Police Department Communications Center (101350), and a corresponding \$43,797 increase in estimated revenues in Police Department Admin (101300).

Prepared By: Amanda Penaflor

Reviewed By:

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

Commitment to Fund 9-1-1 Equipment and Services

RESOLUTION NO. ____-24

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF EL CAJON AUTHORIZING THE ACCEPTANCE OF THE
CALIFORNIA 9-1-1 EMERGENCY COMMUNICATIONS BRANCH FUNDING
IN THE AMOUNT OF \$43,796.59 TO FUND EQUIPMENT FOR
THE CITY OF EL CAJON POLICE DEPARTMENT

WHEREAS, the Emergency Telephone Users Surcharge Act (California Revenue and Taxation Code sections 41001-41176) designates the State of California, Office of Emergency Services, Public Safety Communications, California 9-1-1 Emergency Communications Branch ("CA 9-1-1 Branch") as the administrator and manager of the State Emergency Telephone Number Account, and reimburses agencies for equipment and services necessary for the delivery and answering of 9-1-1 calls in the State of California; and

WHEREAS, the City of El Cajon (the "City") has been approved by the CA 9-1-1 Branch to spend \$189,525.62, of which the amount of \$145,729.03 will be paid directly by CA 9-1-1 Branch, and \$43,796.59 will be paid directly by the City and thereafter reimbursed to the City by the CA 9-1-1 Branch; and

WHEREAS, the City Council has determined that it is in the best interests of the City to be a recipient of the designated funds.

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

Section 1. The above recitals are true and correct, and are the findings of the City Council.

Section 2. The City Council hereby authorizes the acceptance and appropriation of the CA 9-1-1 Branch funds from the California Office of Emergency Services in the amount of \$43,796.59, generally for the purposes set forth herein, provided, however, that the City Manager, or such person designated by the City Manager, is allowed to modify the specific use of CA 9-1-1 Branch funds, with the approval of the CA 9-1-1 Branch.

Section 3. The City Council hereby further authorizes the City Manager, or such person designated by the City Manager, to execute any grant documents and agreements necessary for the receipt and use of these funds on behalf of the City of El Cajon, with such changes as may be approved by the City Manager, or such person designated by the City Manager, and to take all actions and to execute all documents necessary or appropriate to carry out the terms of the CA 9-1-1 funding.

**State of California, California 9-1-1 Emergency Communications Office (9-1-1 Office)
COMMITMENT TO FUND 9-1-1 EQUIPMENT AND SERVICES**

TD-288 (Rev. 12/06)

This Form To Be Completed By The State 9-1-1 Office Only

Public Agency:	El Cajon Police Department	Contractor Name:	Russ Bassett
Address:	100 Civic Center Wy	Mailing Address:	8189 Byron Rd.
City, State, Zip:	El Cajon, CA 92020	City, State, Zip:	Whittier, CA 90606
PSAP Manager:	Craig Groll	Representative:	Ava Rabago
E-mail Address:	cgroll@elcajon.gov	E-Mail Address:	arabago@russbassett.com
Phone Number:	619-441-5520	Phone Number:	(562) 505-4719
Mobile Number:	619-922-1259	Mobile Number:	

Type of Funding Request:

- 9-1-1 Equipment
- 9-1-1 Education
- Maintenance
- 9-1-1 Network
- County Coordinator Expense
- Other: CPE Funding - Residual**
- Training
- 7-Digit Phone Lines

Description of Equipment and Services to be funded: Russ Bassett to deliver/install console furniture at El Cajon PD in compliance with the terms and conditions of CMAS Contract #4-23-07-1000 & Quote#PN-10023-01 (Opt. 1) (Rev. D).
CA911 Branch pay vendor direct: (TD288#25735R) CMAS line items; invoice in arrears to the CA911 Branch (\$145,729.03); reference assigned STD65-PO#25735R for bill to address/invoice directives.

EL Cajon PD pay vendor direct: (TD288#25899) Off-CMAS line items; agency pay vendor direct then seek reimbursement from CA911 Branch (\$43,796.59). **El Cajon PD Reimbursement:** submit a TD290-Reimbursement Claim Form (include tracking TD288#25899 on form) to CA911 Branch for payment processing; include supporting procurement documents: copy of vendor invoice and agency proof-of-payment (copy of canceled check and/or detailed accounting ledger may be accepted).

Purchase/Service Information: Include equipment or service description, quantity, part number, unit cost, installation cost, monthly cost, tax and total cost. Attach contractors quote or PSAP purchase order, where applicable.

Description	Quantity	Service/ Eqmt. ID#	Unit Cost	Installation	Monthly Cost	Total Recurring Cost	Total Non- Recurring Cost
QUOTE# PN-10023-01; Opt#1; Rev. C							
Tk#25735R CMAS; Product	1		\$122,442.52	\$13,185.00			\$135,627.52
TAX @ 8.25%			\$10,101.51				\$10,101.51
Tk#25899 Off-Contract; Product	1		\$11,146.96				\$11,146.96
TAX @ 8.25%			\$919.63			-	\$919.63
Delivery	1			4,500.00		-	4,500.00
Project Management	1			23,730.00		-	23,730.00
Equipment Tear Down	1			3,500.00		-	3,500.00
QUOTE LINE ITEMS ARE SPLIT BETWEEN CMAS AND OFF-CONTRACT. TWO STATE TRACKING NUMBERS ISSUED: TK#25735R (CMAS) STATE PAY VENDOR DIRECT (\$145,729.03) TK#25899 (TD290-PSAP REIMBURSEMENT) (\$43,796.59)						Subtotal	- 189,525.62
						Tax and Surcharge	
						TOTAL APPROVED	\$189,525.62

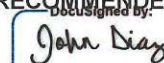

TD-288 expiration date:

Fiscal Year: 2023 / 24

All invoices shall refer to tracking number: - 25735R
- 25899

Account Name: 3706 / 702.12

The State of California's monetary obligation under this agreement in subsequent fiscal years is subject to, and contingent upon, availability of funds in the State Emergency Telephone Account. Please be advised that this commitment to fund does not constitute a binding purchase order agreement.

RECOMMENDED FOR APPROVAL BY DocuSigned by:  5/9/2024 John Diaz 50CBE4ECFEBE49...	Telephone Number 916-894 5176	APPROVED BY DocuSigned by:  Janee Dabrowski 3D472DF8B20AED	Date 5/9/2024
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City Council Agenda Report

Agenda Item 13.

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Dave Richards, Interim Director of Public Works - Operations
SUBJECT: Declaration of Emergency for Sewer System Repairs; Authorization to Waive Bidding

RECOMMENDATION:

That the City Council:

1. Adopts the next Resolution, in order, to establish a Declaration of Emergency and determine that the public interest and necessity require the immediate expenditure of public money to safeguard life, health, or property as required by the Public Contract Code section 22050; and
2. Approves \$580,000 for repairs in the Wastewater Operations Fund to cover the cost of the emergency work.

BACKGROUND:

On Tuesday, May 28, 2024, Public Works staff responded to a sewer monitoring alarm for a sewer pipe running north up Graves Avenue from Madison Avenue, and under Interstate 8, which was significantly blocked. City wastewater crews attempted to use high-pressure jetting and mechanical prodding to unclog the pipe, but only small pieces of pipe lining material were removed. At that time, staff determined that specialized cutting equipment was needed to complete the removal.

On Wednesday, May 29, 2024, the City Manager declared an emergency, recognizing the potential public health and environmental impacts, risks to existing utilities and infrastructure, private property, and potential impacts on freeway travel. City staff immediately contracted A1 Total Service Plumbing to assess the blockage and clear the sewer line.

The pipe experiencing the blockage was lined in 2007. During the plumbing contractor's assessment, it was determined that the top portion of the pipe's liner failed, leading to the liner folding over itself and clogging the pipe. This caused a blockage of approximately 80% of the pipe's capacity.

Since the blockage was first discovered, Public Works crews have been onsite around-the-clock to divert wastewater above ground at two locations, Madison Avenue and Ballantyne Street. This diversion requires traffic control and staff to monitor the pumps that move wastewater into different sewer pipes. In addition, the City is using two vacuum-jetter trucks to pump and transport sewage to alternative parts of the sewer system.

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 California Environmental Quality Act ("CEQA") pursuant to section 15269(b) (Emergency Projects) of the State CEQA Guidelines.

FISCAL IMPACT:

Fiscal Year 2023-24 Wastewater - Maintenance Annual Budget (650720) will be used to fund the cost of repairs estimated at \$580,000.

Prepared By: Monica Martinez, Sr. Management Analyst

Reviewed By: Dave Richards, Director of Public Works - Operations

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

RESOLUTION NO. ____-24

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

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

WHEREAS, section 8.08.060 of the El Cajon Municipal Code ("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, in response to a sewer monitoring alarm on Monday, May 27, 2024, Public Works staff discovered a major sewer pipe blockage in a pipeline beneath Graves Avenue from Madison Avenue to I-8, and initiated efforts to remove the obstructions; and

WHEREAS, Public Works staff were unsuccessful in completely removing the obstruction and determined that specialized cutting equipment would be required to complete the removal, engaging A1 Total Service Plumbing (the "Contractor") to assess the blockage and clear the sewer line, and

WHEREAS, following a comprehensive preliminary assessment, the Contractor identified significant deficiencies in the top portion of the liner, substantially reducing the pipe's capacity by eighty percent (80%); and

WHEREAS, the estimated costs of the emergency sewer system repair services is \$580,000, and staff determined that it was in the City's best interest to immediately repair the affected sewer system to prevent further damage to public facilities in order to protect surrounding property, maintain the integrity of critical sewer system infrastructure and preserve life and safety; and

WHEREAS, due to the existing damage and unsafe conditions, the City Manager proclaimed an emergency on Wednesday, May 29, 2024, as allowed by ECMC section 2.04.145, and thereafter prepared a report and presented it to the City Council at its next available regular meeting not more than 14 days following the City Manager's proclamation of emergency; and

WHEREAS, the time needed to publicly bid and contract out the work would unnecessarily delay repair efforts and place the City and private property at further risk, staff recommended that repairs should be performed immediately using the City's emergency powers; and

WHEREAS, the City Manager is authorized to (1) enter into any emergency contract(s) to perform public facilities repairs as provided in ECMC section 2.04.145, and (2) waive the bidding requirement in accordance with ECMC section 3.20.010 (C)(6), if authorized by the City Council; and

WHEREAS, Organization Code 650720 (Wastewater) will be used to fund the estimated cost of \$580,000; and

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

WHEREAS, the proposed repairs are exempt from the California Environmental Quality Act ("CEQA") subject to CEQA Guidelines section 15269(b) (Emergency Projects) as emergency repairs to publicly-owned service facilities are necessary to maintain service essential to the public health, safety, or general welfare.

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

1. That the foregoing recitals are true and correct and, based upon such recitals, the City Council hereby proclaims that a local emergency now exists within the City.

2. That during the existence of said local emergency, the powers, functions, and duties of the Director of Emergency Services and the Disaster Council of this City shall be those prescribed by state law, ordinances, and resolutions of this City and by the City of El Cajon Emergency Plan.

3. That there is substantial evidence, as described in this Resolution, as well as presented at this meeting and to be contained in the minutes of this meeting, that the emergency will not permit a delay resulting from a competitive solicitation of bids; that the competitive bidding for this public project must be waived and an open market purchase as provided in ECMC section 3.20.110 must be performed; and that the City Manager, or designee, has complied with all necessary procedures to solicit proposals and to engage A1 Total Service Plumbing to perform the emergency work.

4. That wastewater operations funds in the amount of \$580,000 in Organization Code 650720 (Wastewater) are available and hereby designated for any necessary emergency repairs as determined by the City Manager to address the local emergency.

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



City Council
Agenda Report

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Dave Richards, Interim Director of Public Works - Operations
SUBJECT: SB 1383 De Minimis, Physical Space, and Collection Frequency Waivers to Organics Recycling

RECOMMENDATION:

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

1. Approve the process to waive organic waste recycling services by commercial businesses upon proof of meeting thresholds due to de minimis waste, lack of physical space for containers, or reduced frequency for collection of organic waste, as allowed by 14 CCR section 18984.11; and
2. Authorize the Director of Public Works Operations Department to generate, approve, and manage applications from commercial businesses for the special waivers.

BACKGROUND:

Senate Bill (SB) 1383 regulations require all commercial businesses to arrange for organic waste recycling services (i.e., food waste and green waste). CalRecycle allows jurisdictions to grant waivers for commercial businesses that generate below the organic waste thresholds provided in State regulations (14 CCR section 18984.11).

Adopting a Resolution would allow a commercial business to be eligible for a “De Minimis” Waiver if its solid waste collection service meets one of the following thresholds:

1. The company's solid waste collection service is 2 cubic yards or more per week and generates less than 20 gallons per week of organic waste; or,
2. The company's solid waste collection service is less than 2 cubic yards per week and generates less than 10 gallons per week of organic waste.

Seventy-three commercial businesses in El Cajon currently do not utilize organic and recycling bin services and would be eligible for a De Minimis Waiver based on the small amount of organic and recycling material generated. Adopting the Resolution to allow a De Minimis Waiver would exempt these businesses from being required to pay for EDCO organic and recycling services.

Waivers can also be allowed if the commercial business can provide evidence that supports a finding that there does not exist adequate physical space sufficient to allow for any of the organic waste configurations allowed under applicable ordinances or regulations.

Finally, waivers can be allowed if there is a finding that the frequency of collection from the business does not exceed once every two weeks due to minimal waste generation.

If approved, the Director of Public Works Operations will develop the criteria for each of the waivers, as well as the form of an application that would need to be submitted by the business seeking a waiver.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

City Council adoption of the proposed resolution approving de minimis physical space, and collection frequency waivers to the mandatory organic waste recycling provisions of Chapter 8.24 of the El Cajon Municipal Code of commercial businesses in accordance with State law is exempt from the California Environmental Quality Act ("CEQA") under State CEQA Guidelines section 15061(b)(3). This action is covered by the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment.

FISCAL IMPACT:

There is no fiscal impact associated with the adoption of the Resolution to authorize a program for granting waivers to the mandatory collection requirements of Chapter 8.24.

Prepared By: Monica Martinez, Sr. Management Analyst

Reviewed By: Dave Richards, Director of Public Works - Operations

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

RESOLUTION NO. ____-24

RESOLUTION APPROVING DE MINIMIS, PHYSICAL SPACE,
AND COLLECTION FREQUENCY WAIVERS TO THE
RECYCLING OF ORGANIC WASTES BY COMMERCIAL SOLID WASTE
CUSTOMERS

WHEREAS, Senate Bill 1383 ("SB 1383") requires that all commercial businesses arrange for organic waste recycling services (i.e., food waste and green waste); and

WHEREAS, in 2022, the City Council adopted Ordinance No. 5114, amending Chapter 8.24 of the El Cajon Municipal Code to comply with SB 1383, including the requirement that residential and commercial organic waste generators separate organic waste materials from garbage and source separated recyclable materials and dispose of organic waste materials in a separate collection bin; and

WHEREAS, State of California Department of Resources Recycling and Recovery has adopted regulations to implement SB 1383, including allowing jurisdictions to grant waivers for commercial businesses that generate organic waste below the thresholds provided in 14 CCR section 18984.11 (a) ("Subsection (a)"); and

WHEREAS, the City's solid waste franchisee has identified solid waste customers in the City that might qualify for a waiver under Subsection (a), including (i) a de minimis waiver upon demonstration that the commercial customer generates verifiable limited organic wastes from its operations, as set forth in Subsection (a) ("De Minimis Waiver"), (ii) a physical space waiver upon demonstration that the premises lack adequate space for any of the organic waste container configurations allowed under the applicable regulations ("Physical Space Waiver"), or (iii) a collection frequency waiver upon demonstration that collection of solid waste from the premises has been arranged to not more than once every fourteen days ("Collection Frequency Waiver" and, together with the De Minimis Waiver and the Physical Space Waiver, the "Waivers"); and

WHEREAS, use of any of the Waivers for commercial businesses in accordance with Subsection (a) is exempt from the California Environmental Quality Act ("CEQA") under State CEQA Guidelines section 15061(b)(3) as it is covered by the commonsense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment; and

WHEREAS, the City Council believes it would be in the City's best interest to approve the use of Waivers for commercial businesses that meet the thresholds set forth in Subsection (a).

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

1. The above recitals are true and correct, and are the findings of the City Council.

2. The City Council hereby authorizes the Director of Public Works Operations Department to generate, approve, and manage applications for, and the use of, De Minimis Waivers, Physical Space Waivers, and Collection Frequency Waivers, for the collection of organic waste materials from commercial businesses that provide verifiable information that the thresholds set forth in Subsection (a) are met.

06/11/24 CC Agenda
Reso – SD 1383 Organics Recycling Waivers 060324



City Council
Agenda Report

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Yazmin Arellano, Director of Public of Works
SUBJECT: Time Extension of Tentative Parcel Map (TPM No. 667), 1474 Peach Avenue

RECOMMENDATION:

That the City Council grants a one-year time extension for Tentative Parcel Map No. 667 (1474 Peach Avenue, APN 507-281-23-00) and sets the last expiration date to be May 18, 2027, in accordance with Municipal Code Section 16.124.180. The TPM consists of a common interest development consisting of two parcels and a lot for access purposes.

BACKGROUND:

The City Engineer conditionally approved TPM No. 667 on November 18, 2019. Consistent with the Subdivision Map Act and El Cajon Municipal Code (ECMC) section 16.24.160, a Parcel Map must be recorded with the County Recorder within two (2) years for the final approval of the TPM unless an extension is requested prior to expiration pursuant to ECMC 16.124.180. On September 28, 2020, the Governor of California signed Assembly Bill No.1561 extending the expiration date of local housing entitlements by 18 months. In this case, the revised expiration date for TPM 667 was May 18, 2024. This request is to extend the TPM to May 18, 2025. Under ECMC 16.24.180, the City Engineer may allow up to four (4) one-year map extensions.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

Tentative Parcel Map No. 667 is exempt from the California Environmental Quality Act ("CEQA") in accordance with section 15315 of the State CEQA Guidelines. This exemption applies to the division of property in urbanized areas zoned for residential into four or fewer parcels when the division is in conformance with the General Plan and zoning and all services and access to the proposed parcels to local standards are available.

FISCAL IMPACT:

None. All costs are paid by the developer.

Prepared By: Mario Sanchez, City Engineer

Reviewed By: Yazmin Arellano, Director of Public Works

Approved By: Graham Mitchell, City Manager

Attachments

Extension Letter Request TPM667

Najars Engineering, Inc.

Najars Engineering
10769 Woodside Ave, Suite 204
Santee, CA 92071

05/15/2024

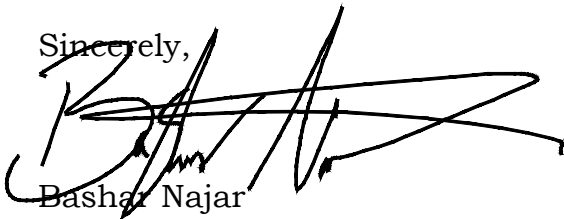
Michael Viglione
City of El Cajon – Senior Planner
200 Civic Center Way
El Cajon, CA 92020

Re: 1474 Peach TPM

Dear Mr. Viglione:

This letter is in regards to the Tentative Parcel Map for the property at 1474 Peach Ave in El Cajon, California. This letter requests an extension to the TPM which is due to expire on 05/18/2024.

Sincerely,



Bashar Najjar

TPM 667

OWNER'S CERTIFICATE:

I HEREBY CERTIFY THAT I AM THE OWNER OF OR AM INTERESTED IN THE LAND EMBRACED WITHIN THIS SUBDIVISION, AND I HEREBY CONSENT TO THE PREPARATION AND RECORDATION OF THIS MAP CONSISTING OF 2 SHEETS AND DESCRIBED IN THE CAPTION THEREOF.

HANI YALDA TOMA, AS TRUSTEE OF THE HANI TOMA LIVING TRUST, U/A DATED APRIL 3, 2018 DATED

BY: _____
TRUSTEE

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THE DOCUMENT.

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)
ON _____ BEFORE ME, _____, A NOTARY PUBLIC,

PERSONALLY APPEARED _____ WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.

SIGNATURE _____
PRINT NAME _____
A NOTARY PUBLIC IN SAID STATE
PRINCIPAL PLACE OF BUSINESS IS COUNTY OF _____
MY COMMISSION EXPIRES _____
COMMISSION # OF NOTARY _____

SIGNATURE OMISSION STATEMENT

THE SIGNATURES OF THE FOLLOWING HAVE BEEN OMMITTED UNDER THE PROVISIONS OF SECTION 66436, SUBSECTION (a) (3)(A)(i) OF THE SUBDIVISION MAP ACT, SINCE THEIR INTEREST IS SUCH THAT IT CANNOT RIPEN INTO A FEE TITLE AND SAID SIGNATURES ARE NOT REQUIRED BY THE GOVERNING BODY.

AN EASEMENT FOR DRAINAGE LINE IN FAVOR OF PARCEL 1 OF PARCEL MAP 13651 PER DOCUMENT RECORDED AUGUST 5, 1985 AS FILE NO. 1985-280343 O.R.

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THE DOCUMENT.

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)
ON _____ BEFORE ME, _____, A NOTARY PUBLIC,

PERSONALLY APPEARED _____ WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.

SIGNATURE _____
PRINT NAME _____
A NOTARY PUBLIC IN SAID STATE
PRINCIPAL PLACE OF BUSINESS IS COUNTY OF _____
MY COMMISSION EXPIRES _____
COMMISSION # OF NOTARY _____

SCHOOL DISTRICT FEE ASSESSMENT SCHOOL DISTRICT IN THE CITY OF EL CAJON CURRENTLY HAVE DEVELOPER FEE ASSESSMENT POLICIES. THESE FEES ARE COLLECTED AT THE TIME OF ISSUANCE OF BUILDING PERMITS.

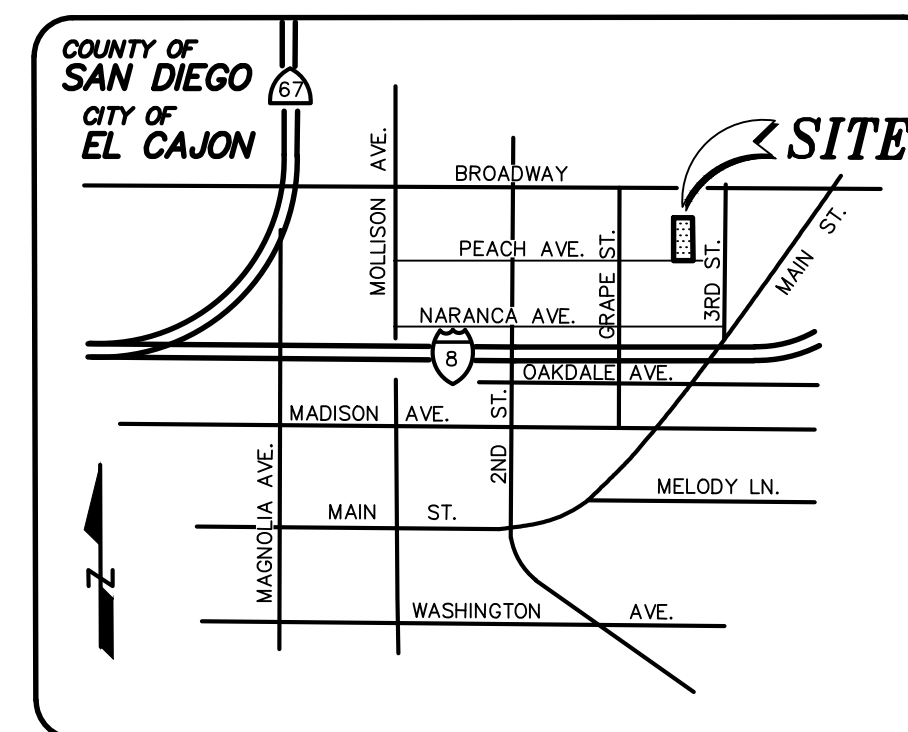
BEING A SUBDIVISION OF LOT 5 IN BLOCK 1 OF BOSTONIA ACRES, IN THE CITY OF EL CAJON, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP NO. 1833, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY. EXCEPTING THEREFROM THE SOUTHERLY 5 FEET OF SAID LOT 5 AS GRANTED TO THE CITY OF EL CAJON FOR PUBLIC STREET PURPOSES, BY DEED RECORDED MAY 11, 1983 AS FILE NO. 83-155741 OFFICIAL RECORDS.

GROSS ACREAGE IS 0.343 ACRES MORE OR LESS

ACCESSOR'S PARCEL NUMBER: 507-281-23-00

PARCEL MAP GUARANTEE FOR THIS SUBDIVISION FURNISHED BY: _____ TITLE COMPANY ORDER NO. _____ DATED _____

UPDATED GEOTECHNICAL INVESTIGATION REPORT PREPARED BY APPLIED CONSULTANTS DATED: DECEMBER 11, 2020.



VICINITY MAP
NO SCALE

CLERK OF THE BOARD OF SUPERVISORS STATEMENT:

I, THOMAS J. PASTUSZKA, CLERK OF THE BOARD OF SUPERVISORS, HEREBY CERTIFY THAT THE PROVISIONS OF THE SUBDIVISION MAP ACT (DIVISION 2 OF TITLE 7 OF THE GOVERNMENT CODE) REGARDING (a) DEPOSITS FOR TAXES, AND (b) CERTIFICATION OF THE ABSENCE OF LIENS FOR UNPAID STATE, COUNTY, MUNICIPAL OR LOCAL TAXES OR SPECIAL ASSESSMENTS COLLECTED AS TAXES EXCEPT THOSE NOT YET PAYABLE, HAVE BEEN COMPLIED WITH.

THOMAS J. PASTUSZKA
CLERK OF THE BOARD OF SUPERVISORS

BY: _____
DEPUTY

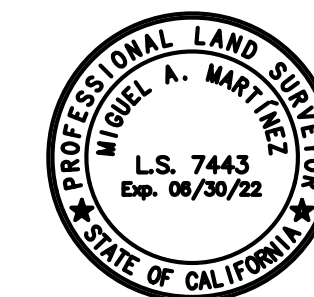
DATE: _____

SURVEYOR'S STATEMENT:

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE, AT THE REQUEST OF THE CITY OF EL CAJON, IN NOVEMBER 2020. I HEREBY STATE THAT ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED AND THAT THE MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED. I HEREBY STATE THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY. (SEE LEGEND ON SHEET 2)

PRELIMINARY

MIGUEL A. MARTINEZ DATE: _____
L.S. 7443
LICENSE EXPIRES: 06/30/2022



CITY ENGINEER'S STATEMENT:

I YAZMIN ARELLANO, HEREBY STATE THAT I HAVE EXAMINED THIS MAP. THAT THE SUBDIVISION IS SUBSTANTIALLY THE SAME AS IT APPEARS ON THE TENTATIVE MAP AND ANY APPROVED ALTERATIONS THEREOF, AND THAT ALL THE PROVISIONS OF THE SUBDIVISION MAP ACT AND TITLE 16 OF THE CODE OF THE CITY OF EL CAJON AS AMENDED HAVE BEEN COMPLIED WITH.

PRELIMINARY

YAZMIN ARELLANO, PE DATE: _____
DIRECTOR OF PUBLIC WORKS,
CITY OF EL CAJON
R.C.E. 62702, EXP. 6-30-2022

I AM SATISFIED THAT THIS MAP IS TECHNICALLY CORRECT.

PRELIMINARY

JAIME TAYNOR, P.L.S. DATE: _____
LAND SURVEYOR, CITY OF OF CAJON
P.L.S. 7130, EXPIRES 12-31-2022

RECORDERS STATEMENT:

I, _____, COUNTY RECORDER OF THE COUNTY OF SAN DIEGO, CALIFORNIA, HEREBY CERTIFY THAT I HAVE ACCEPTED FOR RECORDATION THIS MAP FILED AT THE REQUEST OF MIGUEL A. MARTINEZ THIS DAY OF _____, 2021 AT _____ O'CLOCK, ____M.

ERNEST J. DRONEENBURG, JR.
COUNTY RECORDER

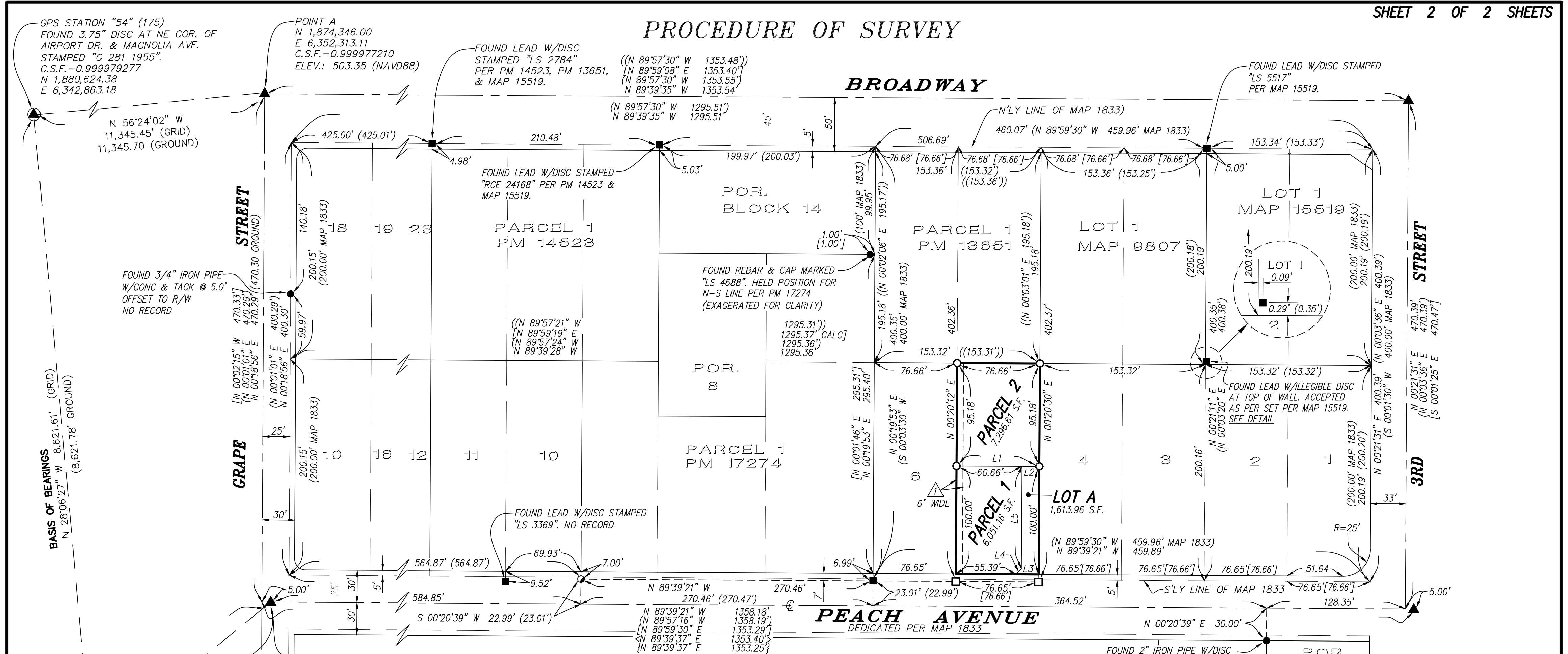
BY: DEPUTY COUNTY RECORDER

FEE: \$16.00



PARCEL MAP NO.

PROCEDURE OF SURVEY



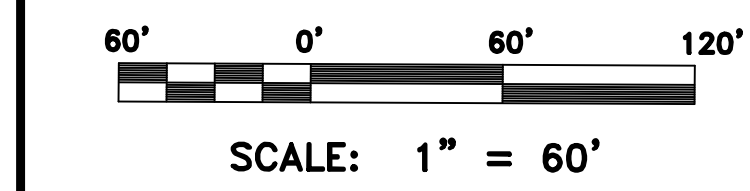
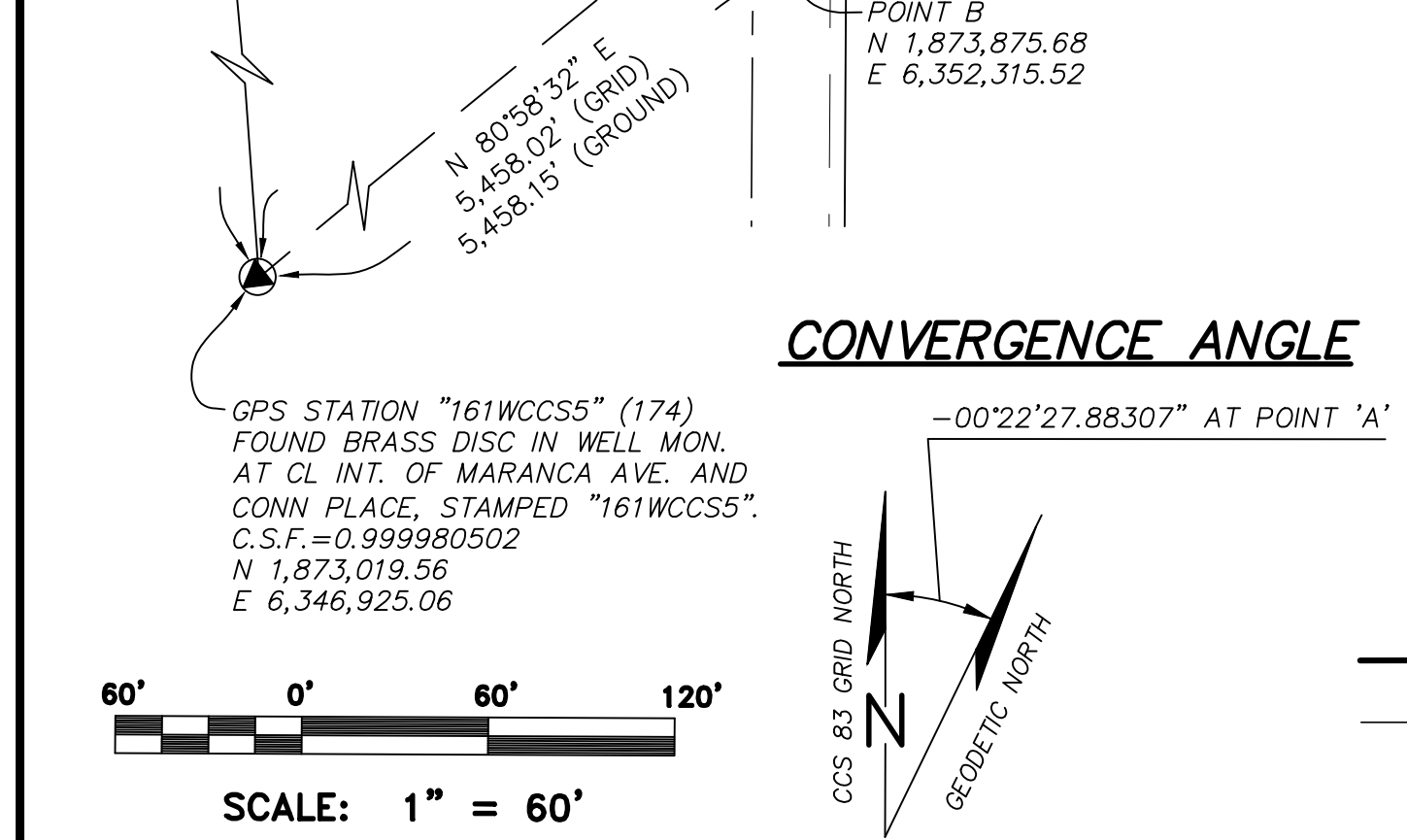
- LEGEND:**
- ▲ INDICATES FOUND SAN DIEGO CO. GPS CONTROL MONUMENT PER CITY OF EL CAJON PUBLIC WORKS DEPARTMENT
 - ▲ INDICATES FOUND CITY STREET WELL MONUMENTS PER MAP 15519 & PM 17274 (PM 19576 & PM 17274 IN ADDITION FOR CL PEACH AVENUE ONLY)
 - INDICATES FOUND 3/4" REBAR AND CAP AS NOTED
 - INDICATES FOUND LEAD WITH HOLE. ACCEPTED AS PER PM 17274 & MAP 15519
 - INDICATES FOUND LEAD W/DISC STAMPED "LS 4688" @ 6.99' (7.00') OFFSET TO PROPERTY CORNER PER PM 17274, UNLESS OTHERWISE NOTED
 - INDICATES SET 3/4" X 18" IRON PIPE WITH DISC STAMPED "LS 7443".
 - INDICATED SET LEAD W/DISC STAMPED "LS 7443" AT 7.00' OFFSET TO PROP. COR.
 - INDICATES PARCEL MAP BOUNDARY.
 - - - INDICATES CENTERLINE
 - () INDICATES RECORD DATA PER MAP 15519 UNLESS OTHERWISE NOTED
 - [] INDICATES RECORD DATA PER PM 17274
 - { } INDICATES RECORD DATA PER MAP 15372
 - < > INDICATES RECORD DATA PER PM 19576
 - (()) INDICATES RECORD DATA PER PM 13651

- PARCEL LINE DATA:**
- L1 N 89°39'21" W 76.66'
 - L2 N 89°57'16" W 16.00'
 - L3 N 89°57'16" W 21.26'
 - L4 N 45°03'15" E 7.47'
 - L5 N 00°20'30" E 94.69'

BASIS OF BEARINGS:
 THE BASIS OF BEARINGS FOR THIS SURVEY IS THE CALIFORNIA COORDINATE SYSTEM CCS83, ZONE 6, (EPOCH 1991.35) AND IS DETERMINED BY GPS MEASUREMENTS TAKEN ON NOVEMBER 11, 2020 AT POINTS 'A' & 'B' AS SHOWN HEREON. POINTS 'A' & 'B' WERE ESTABLISHED FROM FIRST ORDER GPS HORIZONTAL CONTROL STATIONS "54" AND "161WCCS5" PER COUNTY OF SAN DIEGO SURVEY MONUMENT DETAIL SHEETS BY DEPARTMENT OF PUBLIC WORKS. THE BEARING FROM SAID POINTS '54' TO '161WCCS5' IS N 28°06'27" W.
 QUOTED BEARINGS FROM REFERENCE MAPS OR DEEDS MAY OR MAY NOT BE IN TERMS OF SAID SYSTEM.
 THE COMBINED GRID FACTOR AT POINT 'A' IS 0.999977210
 GRID DISTANCE = GROUND DISTANCE X COMBINED GRID FACTOR.

- NOTES:**
- NUMBER OF PARCELS = 2
 - TOTAL AREA OF PARCEL MAP: 14,961.73 S.F. (0.343 ACRE)
 - LOT "A" IS DEDICATED AS A NON-BUILDABLE LOT FOR INGRESS & EGRESS, WATER SEWER, AND OTHER UTILITY PURPOSES AND FOR COMMON USE AND BENEFIT OF PARCELS 1 & 2

EXISTING EASEMENTS
 EASEMENT AGREEMENT FOR DRAINAGE LINE PER DOCUMENT RECORDED AUGUST 5, 1985 AS FILE NO. 1985-280343 O.R.



ALTA LAND SURVEYING, INC.
 9517 Grossmont Summit Dr.
 La Mesa, CA 91941
 Phone: (619) 713-2582
 altalandsurveying.com



**City Council
Agenda Report**

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Clay Schoen, Director of Finance
SUBJECT: Fiscal Year 2024-25 Preliminary Annual Budget

RECOMMENDATION:

That the City Council, Housing Authority, and the City of El Cajon, as Successor Agency to the former Redevelopment Agency, receives information related to the proposed Fiscal Year 2024-25 Preliminary Annual Budget.

BACKGROUND:

Information related to City of El Cajon Fiscal Year 2024-25 Preliminary Annual Budget is presented for discussion at the June 11, 2024, regularly scheduled City Council meeting. This meeting is held in advance of the June 25, 2024, regularly scheduled City Council meeting, at which time the budget will be submitted for the City Council's final consideration. This forum introduces information regarding projected current year activity, status of the economy, Fiscal Year 2024-25 estimated revenues and departmental summaries, and estimated reserve balances. This information is offered in advance to allow time for discussion before the budget is presented for adoption.

Once the Fiscal Year 2024-25 Preliminary Budget Summary is available, it will be accessible electronically on the City's website at the following link: www.elcajon.gov/budget.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

This proposed action is exempt from review under the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines section 15378(b)(4)(5), because it does not involve any commitment to a specific project which could result in a potentially significant physical impact on the environment; and, constitutes an organizational or administrative activity that will not result in direct or indirect physical changes in the environment.

FISCAL IMPACT:

There is no direct financial impact resulting from the presentation of this information. The City of El Cajon Fiscal Year 2024-25 Preliminary Annual Budget will be presented for adoption at the June 25, 2024, regularly scheduled City Council meeting.

Prepared By: Clay Schoen, Director of Finance

Reviewed By: Vince DiMaggio, Assistant City Manager

Approved By: Graham Mitchell, City Manager

Attachments

FY25 CITY MANAGER LETTER

FY25 BUDGET AT A GLANCE

FY25 PRELIMINARY BUDGET COVER



City Manager's Office

June 11, 2024

Honorable Mayor, City Council, and El Cajon Residents:

I am pleased to present the Annual Budget for the City of El Cajon for Fiscal Year 2024-2025 (FY2024-25). This budget serves as a comprehensive financial blueprint that establishes the City's funding priorities for the coming year, aligning with the City Council's goals, policies, and objectives. Staff relied on the Five-Year Business Plan and the Annual Comprehensive Financial Report to prepare the budget, providing a clear and strategic financial plan for the City.

The FY2024-25 budget focuses on several key priorities. Those funding priorities were identified through the City Council's 2024-25 annual priority-setting workshop and include:

- 1) **City Beautification:** Enhancing the aesthetics and overall appeal of our City through various initiatives and improvements.
- 2) **City Infrastructure:** Proactively ensuring the City's long-term infrastructure and facilities are funded and maintained.
- 3) **Economic Development:** Fostering growth and prosperity in our local economy through strategic initiatives and partnerships.
- 4) **Homelessness:** Addressing the challenges associated with homelessness by continuing to focus on the comprehensive strategies in place with a focus on providing neighborhood clean-up services.
- 5) **Public Safety:** Ensuring the well-being and security of our residents through effective law enforcement and expanding fire and emergency response resources.

Additionally, the City Council established several miscellaneous goals for the upcoming year, including the development of a new City Veterans Memorial, analyzing strategies to appropriately regulate short-term rental properties, preparing a planning study for the East Main Street area (between Madison Avenue and Walter Way), and exploring ways to enhance customer service through the use of technology.

By allocating resources and focusing on these priorities, the City aims to create a thriving community that meets the needs of its residents. This budget reflects the City's commitment to responsible fiscal management and our dedication to improving the quality of life in El Cajon.

Analysis of Fiscal Year 2023-24 Budget

Following the global COVID-19 pandemic, the City experienced a period of economic growth. However, starting in FY 2023-24, this growth slowed due to elevated inflationary pressures on the economy. This slowdown has impacted sales tax revenue, which constitutes approximately 46.8% of the City's General Fund budget.

As a result of the economic deceleration and its effect on sales tax revenue, General Fund revenues for FY 2023-24 are projected to be approximately \$3.4 million less than initially forecasted in the budget. However, through prudent management of expenses, expenditures are anticipated to be \$2.4 million less than expected, leading to a balanced General Fund budget for FY 2023-24.

Summary of Fiscal Year 2024-25 Budget

The proposed budget for FY2024-25 anticipates a continued slowdown in revenue growth compared to previous fiscal years. Consequently, the budget reflects conservative projections with modest to no growth in departmental expenditures. Highlighted below are several key elements of the FY2024-25 budget:

- Estimated General Fund revenues are expected to total \$98.1 million, marking an approximately \$300,000 decrease over last year's budgeted amount—a 0.3% decrease.
- Projected General Fund expenditures are set at approximately \$101 million, representing a \$1.0 million increase from last year's budget.
- By the conclusion of FY2024-25, the budget forecasts a combined General Fund balance and reserve of \$56.5 million, approximately \$2.9 million less than the current fund balance. This adjustment is principally attributed to the City's decision to continue funding the ten "overhire" officers and allocate resources to various priority capital projects from this fund.
- The City's 34 non-General Fund budgets, with aggregate expenditures nearing \$267.7 million in FY 2024-25, contribute significantly to advancing numerous City objectives.

I am pleased to announce that the FY2024-25 budget effectively sustains service levels while prioritizing key initiatives, aligning closely with the City Council's 2024-25 Priorities and Implementation Plan. Subsequent sections elaborate on how this budget aptly addresses community objectives.

Fiscal Stability

The budget for FY 2024-25 ensures the preservation of a robust General Fund reserve of approximately \$56.5 million, equivalent to 56.0% of the FY2024-25 budgeted expenditures of the General Fund. This reserve serves as a safeguard for the City in the face of economic downturns or natural disasters, while also enabling the City to sustain essential services.

Economic Development

The budget for the FY2024-25 incorporates General Fund investment for various economic development initiatives. A considerable portion of this allocation is designated for development agreements that have been established in recent years to support crucial projects such as the Courtyard Marriott and the establishment of new car dealerships including BMW, Honda, and Mercedes Benz. Furthermore, the budget includes an infusion of nearly \$20 million more in American Rescue Plan Act funds for business assistance programs and other potential economic development opportunities.

Public Safety

The Fiscal Year 2024-25 budget highlights the priority of filling all police positions and funds compensation increases to attract and retain highly skilled and dedicated staff members. Furthermore, the budget acknowledges the continued utilization of the Special Enforcement Unit by the Police Department to tackle quality of life concerns, particularly those arising from the impact of homelessness on the community. Recognizing the significance of addressing homelessness, the budget also includes increased funding dedicated to homeless programs as a continued priority for FY2024-25.

During FY2024-25, the City is working toward adding an additional fire company (a fire engine and nine new Fire Department personnel) to provide effective medical and fire response to the community.

Public Infrastructure/ Enhanced Public Image

During Fiscal Year 2024-25, the City will persist in its proactive street maintenance program, directing various transportation funds towards essential initiatives such as street paving, sidewalk installation, and enhancements to drainage systems. An impressive sum of \$45.7 million in grant and non-General Fund resources will be utilized to bolster vehicle, pedestrian, and bicycle safety, install street lights in neighborhoods, implement ADA improvements, and invest in projects which increase safety and quality of life throughout the City.

Homelessness

The FY2024-25 budget demonstrates a comprehensive approach to addressing homelessness through a range of funding sources. The City is committed to financing programs that aim to assist individuals and households in securing permanent housing and to mitigate the adverse effects of homelessness within the community. For more

information about the myriad of programs offered by the City and efforts to clear illegal homeless encampments, visit elcajon.gov/homelessness.

Community (Recreation, Culture, and Public Events)

Community events and recreation resources are allocated in the FY2024-25 budget. Additionally, the budget includes funds for ongoing improvements in various parks, such as the Wells Park Pickleball Complex and Hillside Park enhancements.

Expansion of recreation programming aims to create positive critical hours of service and provide diversionary activities for the area's youth. Additionally, the budget supports new programming efforts targeting young adult and newcomer populations.

Anticipated Loss of Proposition J Revenue in FY2028-29

In 2008, El Cajon voters approved Proposition J, implementing a ½ cent special sales tax. This tax measure is anticipated to generate \$13.2 million in FY2024-25, which constitutes 13.4% of the City's General Fund revenue. This funding source is scheduled to expire during the 2028-29 fiscal year. While this eventuality is still several years away, it is prudent to begin planning for potential scenarios regarding the loss of millions of dollars in revenue. Over the next few fiscal year budgets, in the absence of approving a continuation of Proposition J sales tax, there will be a gradual reduction in expenditures aimed at mitigating the impact of this revenue loss.

Conclusion

The FY2024-25 budget presents a fiscally responsible plan that addresses the financial challenges faced by cities in California. It judiciously allocates limited resources to meet the needs and priorities of our community, while also establishing sustainable budgeting practices to ensure the City's long-term fiscal health.

This budget document represents the collective efforts of the entire City of El Cajon team, led by the City's Finance Department. By collaborating with all City departments and the executive team, the Finance Department has crafted a budget that reflects the values and vision set forth by the City Council. The City Council's steadfast leadership, stability, and forward-thinking approach continue to be essential to El Cajon's success.

As directed by the City Council, I am honored to lead a team of dedicated municipal employees who are deeply committed to serving the El Cajon community. I continue to be inspired by the resolute dedication of City staff in addressing the community's needs. I look forward to the upcoming year, marked by a renewed focus on meeting community needs and fulfilling the priorities established by the City Council.

Respectfully submitted,



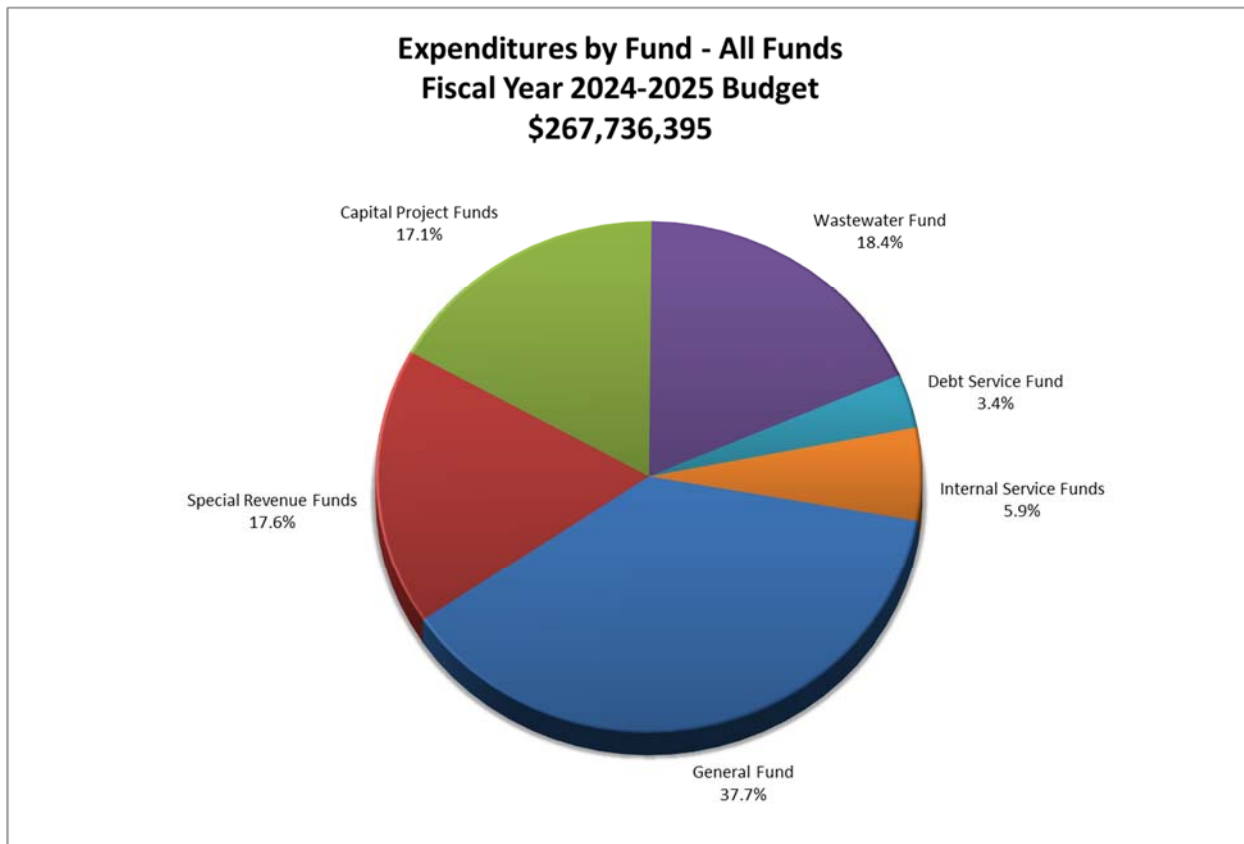
Graham Mitchell
City Manager



Budget at a Glance

Fiscal Year 2024-25

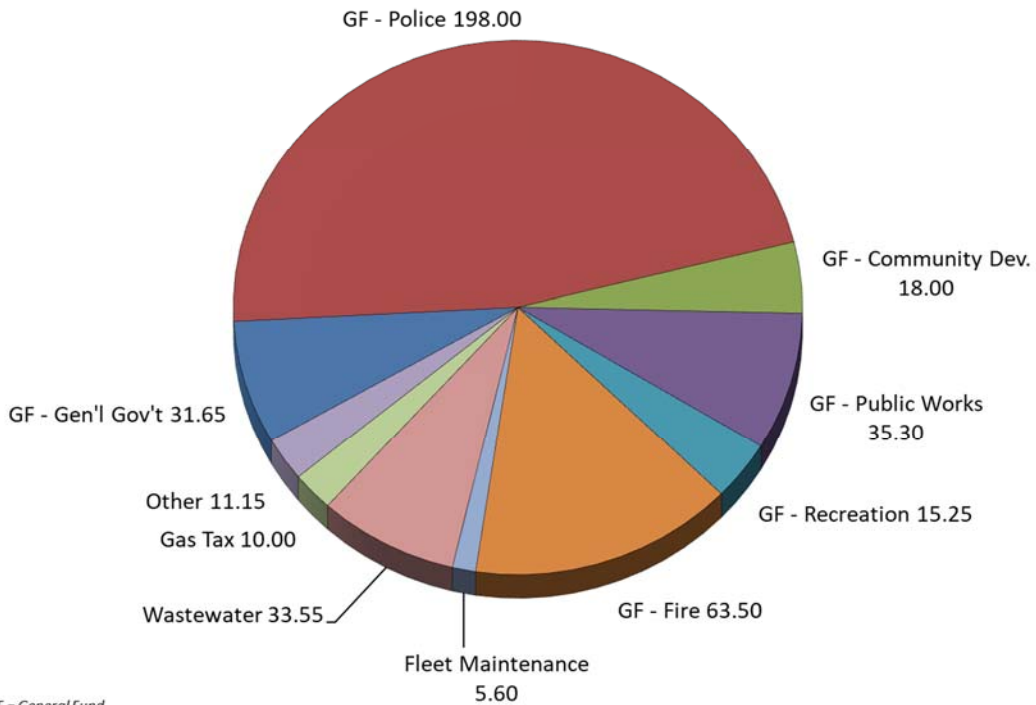
(Preliminary)
June 11, 2024



Total City Fiscal Year 2024-25
Proposed Expenditure Budget

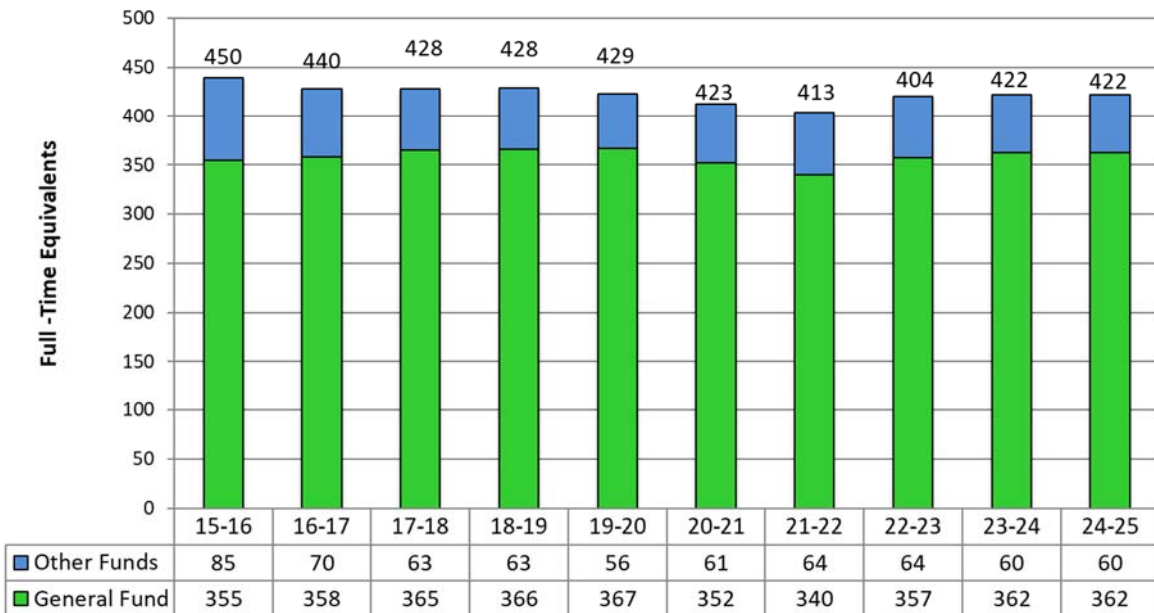
General Fund	\$ 100,963,525
Special Revenue Funds	\$ 47,073,799
Capital Project Funds	\$ 45,728,770
Wastewater Fund	\$ 49,184,374
Debt Service Fund	\$ 9,122,932
Internal Service Funds	\$ 15,662,995
	\$ 267,736,395

Full-Time Equivalents (FTE) All Funds - 422 FTE Positions Fiscal Year 2024-25 Proposed

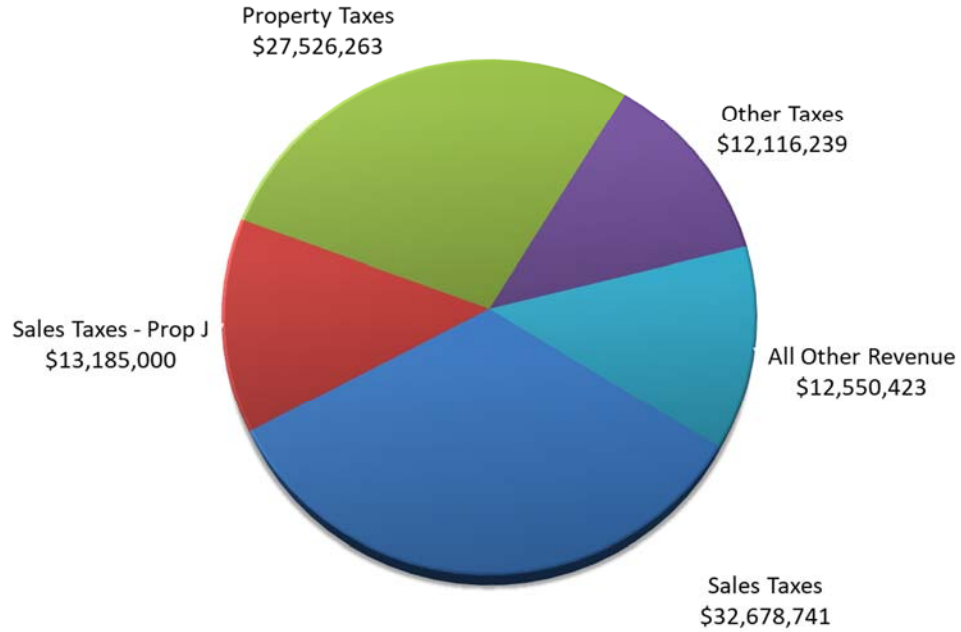


Note: GF = General Fund

Budgeted Full-Time Equivalents (FTEs) General Fund and All Other Funds Fiscal Years 2015-16 to 2024-25

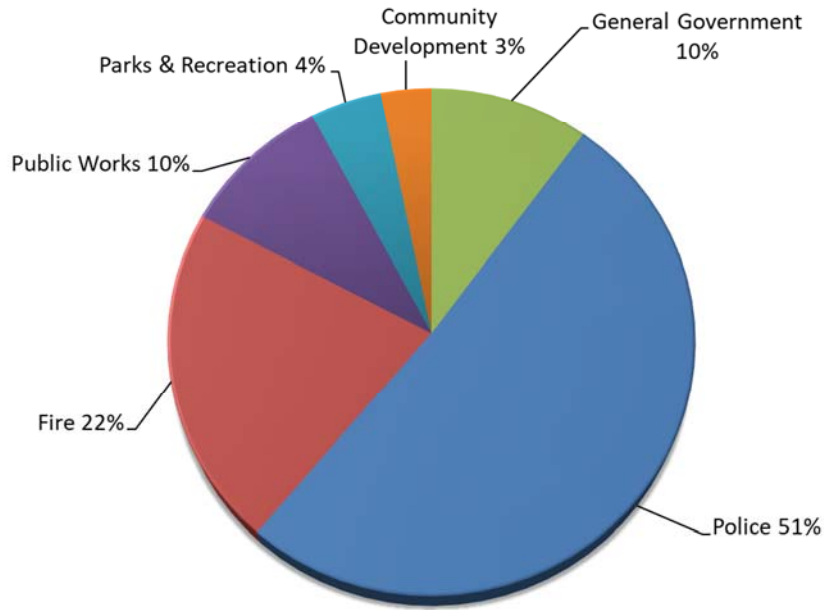


**General Fund Revenues and Other Sources
Fiscal Year 2024-25 Budget
\$98,056,666**

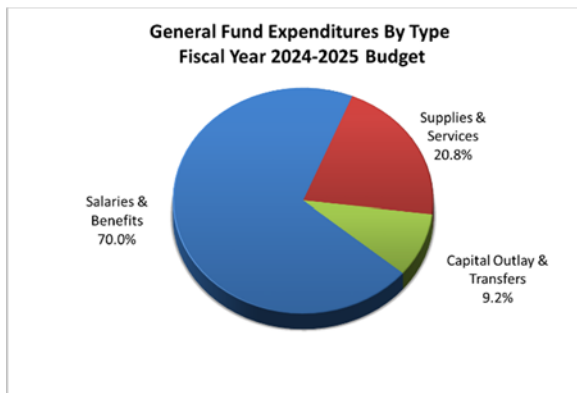


General Fund Revenue Category	FY 2023-24 Estimated Actual	FY 2024-25 Preliminary Budget	Increase / (Decrease)
Sales Tax	\$ 32,474,961	\$ 32,678,741	\$ 203,780
Sales Tax (Proposition J)	13,097,000	13,185,000	88,000
Property Taxes	11,986,444	12,585,766	599,322
Property Taxes In Lieu - MLVF	12,531,541	13,158,118	626,577
Property Taxes - RPTTF Distribution	1,747,430	1,782,379	34,949
Franchise Fees	6,710,561	7,075,622	365,061
All Other Taxes	4,862,909	5,040,617	177,708
Permits & Fees	1,799,000	1,903,000	104,000
Charges for Services	3,552,233	4,537,523	985,290
Use of Money and Property	3,884,953	3,983,000	98,047
All Other Revenues	2,337,184	2,126,900	(210,284)
TOTALS	\$ 94,984,216	\$ 98,056,666	\$ 3,072,450

**General Fund Expenditures and Other Uses
By Department - Fiscal Year 2024-25 Budget
\$100,963,525**



General Fund Department Expenditures	FY 2023-24 Amended Budget	FY 2024-25 Preliminary Budget	Increase / (Decrease)	% Change
General Government	\$ 9,916,951	\$ 10,165,171	\$ 248,220	2.5%
Police	49,743,352	51,581,950	1,838,598	3.7%
Fire	21,766,701	21,800,718	34,017	0.2%
Public Works	9,968,864	9,618,291	(350,573)	(3.5)%
Parks & Recreation	4,757,514	4,564,814	(192,700)	(4.1)%
Community Development	3,301,507	3,232,581	(68,926)	(2.1)%
Other Financing Uses	500,000	-	(500,000)	(100.0)%
TOTALS	\$ 99,954,889	\$ 100,963,525	\$ 1,008,636	1.0%



**General Fund Fiscal Year 2024-25
Proposed Expenditure Budget**

Salaries & Benefits	\$ 70,722,474
Supplies & Services	20,972,982
Capital Outlay & Transfers	9,268,069
	<u>\$ 100,963,525</u>

ANNUAL
BUDGET

PRELIMINARY

2024-
2025



ELCAJON.GOV/BUDGET

CITY OF EL CAJON



**City Council
Agenda Report**

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Graham Mitchell, City Manager
SUBJECT: City Council Meeting Schedule

RECOMMENDATION:

That the City Council considers canceling its August 27, 2024 meeting.

BACKGROUND:

The City has traditionally canceled one of its August City Council meetings. Staff recommends that the City Council consider canceling its August 27, 2024 meeting. However, if there are urgent matters that require City Council attention, this meeting can be re-scheduled.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

This proposed action is exempt from review under the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines section 15378(b)(5) because it constitutes an organizational or administrative activity that will not result in direct or indirect physical changes in the environment.

Prepared By: Graham Mitchell, City Manager

Reviewed By:

Approved By: N/A



City Council
Agenda Report

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Mayor Wells
SUBJECT: Council Activity Report

RECOMMENDATION:

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

BACKGROUND:

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

May 27, 2024 – Mt. Soledad Memorial Day Ceremony
May 27, 2024 – Elks Lodge Memorial Day Ceremony
May 30, 2024 – Never Again in Now Rally
May 31, 2024 – Daily Caller Interview
May 31, 2024 – CBS Interview in El Cajon
June 2, 2024 – Freedom Rally
June 3, 2024 – Interview with Epoch Times
June 3, 2024 – Interview with NewsNation
June 3, 2024 – Interview with Fox 5
June 3, 2024 – Interview with New York Times
June 4, 2024 – Meeting with Foothills Church
June 4, 2024 – Interview with Fox National
June 4, 2024 – Interview with NewsNation
June 4, 2024 – FIDF Golf Tournament
June 5, 2024 – Interview with NewsMax
June 7, 2024 – Meeting with Jewish & Christian Coalition
June 11, 2024 – City Council Meeting(s)

I am available to answer questions.

Submitted By: Bill Wells, Mayor



City Council
Agenda Report

Agenda Item 19.

DATE: June 11, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Councilmember Goble

SUBJECT: COUNCILMEMBER STEVE GOBLE

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

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:

May 31, 2024 - Emails w/Haney H. at SD Taxpayers Association

June 6, 2024 - Grossmont HS Graduation

June 6, 2024 - Granite Hills HS Graduation

June 6, 2024 - El Cajon Valley HS Graduation

June 7, 2024 - Chamber First Friday Breakfast

June 7, 2024 - Speak at MTS Event

June 10, 2024 - Meeting with City Manager

June 11, 2024 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Steve Goble, Councilmember



City Council
Agenda Report

Agenda Item 20.

DATE: June 11, 2024
TO: Honorable Mayor and City Councilmembers
FROM: Councilmember Kendrick
SUBJECT: COUNCILMEMBER GARY KENDRICK
METRO Commission/Wastewater JPA; Heartland Communications;
Heartland Fire Training JPA.

RECOMMENDATION:

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

BACKGROUND:

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

June 11, 2024 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Gary Kendrick, Councilmember



City Council
Agenda Report

Agenda Item 21.

DATE: June 11, 2024

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.

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:

June 6, 2024 – IDEA Center High School Graduation
June 6, 2024 – El Cajon Valley High School Graduation
June 11, 2024 – City Council Meeting(s)

I am available to answer questions.

Submitted By: Michelle Metschel, Councilmember



City Council
Agenda Report

Agenda Item 22.

DATE: June 11, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Deputy Mayor Ortiz

SUBJECT: DEPUTY MAYOR PHIL ORTIZ

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

RECOMMENDATION:

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

BACKGROUND:

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

June 5, 2024 – Meeting with property owner and staff regarding permit process

June 10, 2024 – League of California Cities Meeting

June 11, 2024 – City Council Meeting(s)

I am available to answer questions.

Submitted By: Phil Ortiz, Deputy Mayor
