



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

Council Chamber  
200 Civic Center Way  
El Cajon, CA 92020

## Agenda

OCTOBER 8, 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 September 24, 2024, Meeting and the Agenda of the October 8, 2024, Meeting in accordance to State Law and City Council/Housing Authority/Successor Agency to the Redevelopment Agency Policy.

**PRESENTATIONS:**

- Presentation: Hauntfest on Main
- Proclamation: National Fire Prevention Week
- Proclamation: National Community Planning Month

**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 September 24, 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. 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.

5. Continuation of Emergency for Sewer System Repairs

RECOMMENDATION:

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

6. 2025 Calendar of Meetings for the City Council/Housing Authority/Successor Agency to the Redevelopment Agency

RECOMMENDATION:

That the City Council reviews the proposed 2025 calendar of meetings for the City Council/Housing Authority/Successor Agency to the Redevelopment Agency, makes appropriate modifications, or accepts as presented.

7. Fiscal Year 2024-25 First Quarter Report

RECOMMENDATION:

That the City Council:

1. Increases or modifies Fiscal Year 2024-25 appropriations in the net amount of \$324,160 for additional needs as detailed in this report;
2. Authorizes the proposed personnel changes detailed in this report; and
3. Authorizes the proposed capital expenditures detailed in this report.

8. June 30, 2024 Quarterly Treasurer's Report

RECOMMENDATION:

That the City Council receives the Treasurer's Report for the quarter ended June 30, 2024.

9. Award of RFP No. 016-25 – Pavement Management System

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, to enter into an agreement with New Mexico Applied Research Associates, Inc. (NMARAI), in an amount not to exceed \$70,960 for a one-year term.

10. Classification Updates for Parks Ranger Supervisor and Senior Public Works Maintenance Worker

RECOMMENDATION:

That the City Council approves and authorizes the classification updates for Parks Ranger Supervisor and Senior Public Works Maintenance Worker.

**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:**

11. Stoney's Neighborhood Park Fitness Equipment and Playground Resurfacing - Project Acceptance

### **RECOMMENDATION:**

That the City Council:

1. Accepts the Stoney's Neighborhood Park Fitness Equipment, Job No. STONEY PARK 233797PRCP;
2. Accepts the Stoney's Neighborhood Park Playground Resurfacing, Job No. STONEY PARK 233789PWCP; and
3. Authorizes the City Clerk to record a Notice of Completion and release the bonds in accordance with the contract terms.

12. Memorandum of Understanding with MTS for Bus Shelter and Bus Bench Advertising, Installation, and Maintenance

### **RECOMMENDATION:**

That the City Council adopts the next Resolution, in order, to authorize the City Manager to execute a Memorandum of Understanding (MOU) with the San Diego Metropolitan Transit System (MTS) Regarding Bus Shelter and Bus Bench Advertising, Installation and Maintenance, substantially in the form as presented at this meeting, with any such changes and refinements as may be necessary and approved by the City Manager.

13. Consider an Amendment to the Downtown Master Plan (Specific Plan No. 182) to Provide Allowances for New On-Sale Alcoholic Beverage Sales Establishments in the Downtown Area

### **RECOMMENDATION:**

That the City Council provide direction on beverage sales establishments in the Downtown Area.

## **COMMISSION REPORTS:**

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

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

14. Council Activity Report

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

15. **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.

16. **COUNCILMEMBER GARY KENDRICK**  
METRO Commission/Wastewater JPA; Heartland Communications; Heartland Fire Training JPA.
  
17. **COUNCILMEMBER MICHELLE METSCHEL**  
Harry Griffen Park Joint Steering Committee; METRO Commission/Wastewater JPA – Alternate; Heartland Communications – Alternate; Heartland Fire Training JPA – Alternate.
  
18. **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 8th day of October 2024, is adjourned to Tuesday, October 22, 2024, at 3:00 p.m.**



City Council  
Agenda Report

Agenda Item 1.

**DATE:** October 8, 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

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**RECOMMENDATION:**

That the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency approves Minutes of the September 24, 2024, Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

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Attachments

09-24-24DRAFTminutes - 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

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#### September 24, 2024

An Adjourned Regular Joint Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency, held Tuesday, September 24, 2024, was called to order by Mayor/Chair Bill Wells at 3:00 p.m., in the Council Chambers, 200 Civic Center Way, El Cajon, California.

#### ROLL CALL

Council/Agencymembers present:  
Council/Agencymembers absent:  
Deputy Mayor/Vice Chair absent:  
Mayor/Chair present:  
Other Officers present:

Goble, Kendrick, and Metschel  
None  
Ortiz  
Wells  
Mitchell, City Manager/Executive Director  
DiMaggio, Assistant City Manager  
Foley, City Attorney/General Counsel  
Cortez, City Clerk/Secretary

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

**POSTINGS:** The City Clerk posted Orders of Adjournment of the September 10, 2024, meetings and the Agenda of the September 24, 2024, meeting in accordance with State Law and El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Policy.

Deputy Mayor Ortiz joined the meeting at 3:05 p.m.

**PRESENTATIONS:**

- Proclamation: German American Month
- Proclamation: Human Resources Professional Day

**AGENDA CHANGES:** None

**CONSENT ITEMS: (1 – 7)**

**MOTION BY WELLS, SECOND BY METSCHEL, to APPROVE Consent Items 1 to 7.**

**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 September 10, 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. Continuation of Emergency for Storm Damage Repairs to Public Facilities

Adopt Resolution No. 146-24 proclaiming the Continuation of Emergency for Storm Damage Repairs to Public Facilities.



**CONSENT ITEMS: (Continued)**

5. Continuation of Emergency for Sewer System Repairs

Adopt Resolution No. 147-24 proclaiming the Continuation of Emergency for Sewer System Repairs.

6. Youth League Utility Support Fiscal Year 2024/2025

Approve the Recreation Council's recommendation to provide utility support, in the amount of \$2,100 per league, to eight Executive Member Youth leagues.

7. Contract Amendment for SB 1383 Compliance Services

Adopt Resolution No. 148-24 authorizing the Purchasing Agent to:

1. Waive the bidding requirements in accordance with El Cajon Municipal Code section 3.20.010(C)(5); and
2. Extend the term of the Professional Services Agreement with Solana Center for Environmental Innovation (SCEI) for Inspections and Commercial Edible Food Generator SB 1383 (SB 1383) Compliance Services for a period of one year and to increase compensation in the not-to-exceed amount of \$200,000 through March 31, 2026.

**PUBLIC COMMENT:**

Brenda Hammond spoke about her German heritage.

**WRITTEN COMMUNICATIONS:** None

**PUBLIC HEARINGS:**

8. Consideration to Vacate existing City property and the Dedication of Grossmont Union High School District property (1100 Murray Drive)

**RECOMMENDATION:**

That the City Council:

1. Opens the Public Hearing and receives testimony;
2. Closes the Public Hearing;
3. Adopts the next Resolution, in order, to approve the vacation of City property at the entrance to Grossmont Union High School District (GUHSD) (1100 Murray

**PUBLIC HEARINGS: (Item 8 – Continued)**

Drive) as described by deed recorded February 27, 1946, document no. 21899, County of San Diego Records for public street purposes; and

4. Adopts the next Resolution, in order, to accept the dedication of property from the Grossmont Union High School District at the entrance to Grossmont High School (1100 Murray Drive) as described by deed recorded February 27, 1946, document no. 21899, County of San Diego Records for public street purposes.

**DISCUSSION**

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

Mayor Wells opened the Public Hearing.

No public comment was received for the Item.

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

**MOTION CARRIED BY UNANIMOUS VOTE.**

**MOTION BY GOBLE, SECOND BY ORTIZ, to ADOPT Resolution No. 149-24 to approve the vacation of City property at the entrance to Grossmont Union High School District (GUHSD) (1100 Murray Drive) as described by deed recorded February 27, 1946, document no. 21899, County of San Diego Records for public street purposes; and ADOPT Resolution No. 150-24, to accept the dedication of property from the Grossmont Union High School District at the entrance to Grossmont High School (1100 Murray Drive) as described by deed recorded February 27, 1946, document no. 21899, County of San Diego Records for public street purposes.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

9. FY 2023-2024 Consolidated Annual Performance and Evaluation Report (CAPER) and Initiation of FY 2025-2026 One Year Action Plan

**RECOMMENDATION:**

That the City Council:

1. Opens the public hearing;
2. Accepts public testimony for the FY 2023-2024 Consolidated Annual Performance and Evaluation Report and initiation of the FY 2025-2026 One Year Action Plan;

**PUBLIC HEARINGS: (Item 9 – Continued)**

3. Closes the public hearing;
4. Approves the FY 2023-2024 Consolidated Annual Performance and Evaluation Report as presented and authorizes the City Manager or designee to submit to the U.S. Department of Housing and Urban Development and to make any necessary or needed corrections; and
5. Approves initiation of the FY 2025-2026 One Year Action Plan.

**DISCUSSION**

Senior Management Analyst, Deyanira Pelayo, provided a summary of the Item.

Mayor Wells opened the Public Hearing.

Discussion ensued amongst the City Council and staff regarding:

- Partnering with Meridian Church to provide more tiny homes;
- Acceptable use of CDBG funds;
- Upgrades to East County Transitional Living Center; and
- Procurement process for eligible projects.

Brenda Hammond spoke about visiting the tiny homes at Meridian Baptist Church.

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

**MOTION CARRIED BY UNANIMOUS VOTE.**

**MOTION BY ORTIZ, SECOND BY METSCHEL, to APPROVE the FY 2023-2024 Consolidated Annual Performance and Evaluation Report as presented and authorize the City Manager or designee to submit to the U.S. Department of Housing and Urban Development and to make any necessary or needed corrections; and Approve initiation of the FY 2025-2026 One Year Action Plan.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

**ADMINISTRATIVE REPORTS:**

10. Engine 208 Implementation Update

**RECOMMENDATION:**

That the City Council receives the status update report.

## ADMINISTRATIVE REPORTS: (Item 10 – Continued)

### DISCUSSION

Fire Chief Koch introduced Senior Management Analyst, Barbara Watkins, who provided detailed information of the Item.

No public comment was received for the Item.

Discussion ensued among Council and Staff concerning the following:

- Project goals;
- Difference between a Firefighter EMT and a Paramedic; and
- Pre-payment of the engine locked in the price.

**No Motion was required for the Item.**

11. Professional Services Agreement for the “El Cajon On-Demand” Flexible Fleet Project/Clean Mobility Options Grant Project (CLMOBVOUCH)

#### RECOMMENDATION:

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

1. Accept, appropriate, and expend \$1.5 million in State Funded Clean Mobility Options (CLMOBVOUCH) grant funds; and
2. Authorize the City Manager to execute the Professional Services Agreement with Nomad Transit, LLC, for a two-year term in the not-to-exceed amount of \$1.5 million in State Funded Clean Mobility Options (CMO) grant funds.

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

No public comment was received for the Item.

Discussion ensued among Council, Staff and Mr. Brian Nelson, VIA representative, concerning the following:

- Hours of operation for the projects;
- Advertising options;
- Liability concerns;
- Early termination options;
- Wheelchair access option; and
- Options for booking the services.

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**ADMINISTRATIVE REPORTS: (Item 11 – Continued)**

**MOTION BY GOBLE, SECOND BY METSCHEL, to ADOPT Resolution No. 151-24 to accept, appropriate, and expend \$1.5 million in State Funded Clean Mobility Options (CLMOBVOUCH) grant funds; and Authorize the City Manager to execute the Professional Services Agreement with Nomad Transit, LLC, for a two-year term in the not-to-exceed amount of \$1.5 million in State Funded Clean Mobility Options (CMO) grant funds.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

**COMMISSION REPORTS:** None

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

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

12. Council Activities Report/Comments

Report as submitted.

**ACTIVITIES REPORTS OF COUNCILMEMBERS:**

13. 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.

In addition to the submitted report, Councilmember Goble announced the inauguration of MTS' Copper Line, which will service rides between the cities of Santee and El Cajon.

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

Council Activities Report/Comments.

Report as submitted.

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

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

Council Activities Report/Comments.

In addition to the submitted report, Councilmember Metschel shared about the groundbreaking on October 1, 2024 for the Bradley Avenue Street Widening project.

- 16. 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.

Report as submitted.

**JOINT COUNCILMEMBER REPORTS:** None

**GENERAL INFORMATION ITEMS FOR DISCUSSION:** None

**ORDINANCES: FIRST READING** - None

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

**CLOSED SESSIONS:**

- 17. Closed Session - Conference with Real Property Negotiators - pursuant to Government Code section 54956.8:

Property:  
APN 487-331-22-00  
425 West Main Street, El Cajon

**CLOSED SESSIONS: (Continued)**

Negotiating Party:

Jala, Inc.  
Hitesh C. Patel, CEO

City Negotiators:

City Manager  
City Attorney

Under Negotiation:

Price and terms of payment for acquisition of property

**MOTION BY WELLS, SECOND BY METSCHEL, to ADJOURN to Closed Session at 4:10 p.m.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

RECONVENED to Open Session at 4:39 p.m.

Mayor Wells did not participate in the Closed Session.

City Attorney Foley reported the following actions:

- Direction given to 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 24<sup>th</sup> day of September, 2024, at 4:40 p.m., to Tuesday, October 8, 2024, at 3:00 p.m.**

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ANGELA L. CORTEZ, CMC  
City Clerk/Secretary



## City Council Agenda Report

**Agenda Item 4.**

**DATE:** October 8, 2024  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Yazmin Arellano, Director of Engineering Services  
**SUBJECT:** Continuation of Emergency for Storm Damage Repairs to Public Facilities

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### 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 the 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 was \$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 was \$262,656. Kleinfelder performed the catchment structure design. A sonic core drilling subcontractor performed work on May 15, and 16, 2024. The data generated from the sonic core drilling subcontractor allowed Kleinfelder to specify the type, length, and spacing/layout of the rock anchors for the rock netting mitigation system. Geotechnical engineering design and inspection work is estimated to cost \$225,000. Kleinfelder completed the design of the catchment structure, and Montano Pipeline is currently installing the catchment structure at an approximate cost of \$607,360.

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. Surveying work is estimated to cost \$15,000.

### **Wells Park Baseball Dugouts - COMPLETED**

The Wells Park dugout roofs on the baseball fields collapsed during the storm due to heavy rain and moisture. Staff coordinated the structural design and replacement of both structures with MJC Construction. The contractor completed the demolition of both structures. Both structures were pushed out to avoid new conflicts with an existing water line. The cost to replace both structures at the new location was \$53,687.

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.

In June 2024, the City received three letters of approval from Cal OES, approving the 75% reimbursement for the completed work on the stormwater channels, collapsed trees, the purchase of sand/sandbags, and an administration allowance. Staff submitted the reimbursement request for the dugouts on August 28, 2024. Staff will submit the pending reimbursement request after the slope repair work is completed.

### **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:**

Sufficient funds are available in the Fiscal Year 2024-25 budget in Wastewater Maintenance (650720) and Wastewater NPDES (650740) for the remaining anticipated repair costs of \$900,000. The expected total cost for this emergency is approximately \$1,325,000.

Prepared By: Yazmin Arellano, Engineering Services Department Director

Reviewed By: Vince DiMaggio, Assistant City Manager

Approved By: Graham Mitchell, City Manager

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## 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, the repairs to the channel bottom of Forester Creek, and the Wells Park baseball dugouts have been completed, 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; on May 28, 2024, by Resolution No. 070-24; on June 11, 2024, by Resolution No. 080-24; on June 25, 2024 by Resolution No. 089-24; on July 9, 2024 by Resolution No. 102-24; on July 23, 2024, by Resolution No. 107-24; on August 13, 2024 by Resolution No. 117-24; on September 10, 2024 by Resolution No. 136-24; and on September 24, 2024 by Resolution No. 146-24.

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.

10/08/24 CC Agenda  
Reso - Proclaiming Emergency Continuation #14 for Storm Damage Repairs 092524



## City Council Agenda Report

**Agenda Item 5.**

**DATE:** October 8, 2024  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Yazmin Arellano, Director of Engineering Services  
**SUBJECT:** Continuation of Emergency for Sewer System Repairs

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### RECOMMENDATION:

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

### BACKGROUND:

This report provides an update on the Emergency Sewer System Repairs of the sewer pipe running north up Graves Avenue from Beech Street to Lloyd Street, passing under Interstate 8. On 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. On June 11, 2024, the City Council ratified the City Manager's declaration and established a Declaration of Emergency with Resolution No. 087-24. On June 25, 2024, the City Council proclaimed the continuation of emergency repairs to the sewer system with Resolution No. 093-24.

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

City staff immediately contracted with A1 Total Service Plumbing (A1) upon the Declaration of Emergency. A1's assessment determined that the top portion of the pipe's liner had failed, causing the liner to fold inward and reduce the pipe's capacity by over 80%. The recommended repair method was to use a robotic cutter to remove the failed liner and replace it with a new one. During the liner removal operation, A1's equipment was compromised by a partial collapse of pipe and soil on the northern portion of the pipe closer to Lloyd Street, impeding the rehabilitation of the existing sewer pipeline. A1's approximate cost is \$1,060,000, and it included around-the-clock sewer bypass operations until June 29, 2024.

Staff coordinated with Caltrans, Ardurra Engineering, and Rove Engineering Construction Company (Rove) for the installation of a parallel sewer pipeline across Interstate 8. Ardurra Engineering's support services proposal is \$65,000, and Rove's proposal is \$1,972,491 to bore a steel-encased sewer pipeline within Caltrans' right-of-way and provide 24-hour sewer and stormwater bypass services.

The contractor completed the installation of the new steel-encased sewer pipeline across Interstate 8. The pipe is now active, and all bypass equipment and traffic control have been removed. The contractor is working on abandoning the existing collapsed sewer pipeline. Pipe abandonment methods have to be approved by Caltrans, as most of this pipeline is located

within Caltrans' right of way. Pipe abandonment methods include filling the existing pipeline with a slurry cement mix and injecting compaction grout at void locations. The work is estimated to be completed in October 2024. Staff coordinated with residents adjoining the construction areas.

**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:**

Sufficient funds are available in the Fiscal Year 2024-25 budget in Wastewater Maintenance (650720) for the remaining anticipated repair costs of \$2,550,000. The expected total cost for this emergency is approximately \$3,610,000.

Prepared By: Yazmin Arellano, Director of Public Works

Reviewed By: Vince DiMaggio, Assistant City Manager

Approved By: Graham Mitchell, City Manager

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Attachments

Resolution

RESOLUTION NO. -24

A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF EL CAJON PROCLAIMING THE  
CONTINUATION OF EMERGENCY FOR SEWER SYSTEM REPAIRS

WHEREAS, the El Cajon City Council ("City Council") is authorized under section 8630 of the California Government Code to proclaim the continuing 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, in response to a sewer monitoring alarm on Monday, May 27, 2024, City staff immediately contacted A1 Total Service Plumbing ("A1") to assess the damage, and it was determined that the sewer pipe running north up Graves Avenue from Beech Street to Lloyd Street, passing under Interstate 8, had failed; and

WHEREAS, recognizing the potential health and environmental impacts, the City Manager declared an emergency on May 29, 2024; and

WHEREAS, while the sewer system repairs remain ongoing, it is necessary for the City Council to again ratify the City Manager's proclamation of emergency on May 29, 2024, as ratified by the City Council on June 11, 2024, by Resolution No. 087-24; on June 25, 2024, by Resolution No. 093-24; on July 9, 2024 by Resolution No. 103-24; on July 23, 2024 by Resolution No. 108-24, on August 13, 2024 by Resolution No. 118-24; on September 10, 2024 by Resolution No. 137-24; and on September 24, 2024 by Resolution No. 147-24.

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. 087-24, the City Council approved an exemption from further environmental review under section 15269(b) (Emergency Projects) of California Environmental Quality Act Guidelines, and authorized staff to file a notice of exemption for this emergency project.
3. 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.

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 necessary and continuing repairs of the City's sewer system.

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.

10/08/24 CC Agenda  
Reso - Proclaiming Emergency Continuation #7 for Sewer System Repairs 092424





City Council  
Agenda Report

**DATE:** October 8, 2024  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Angela Cortez, City Clerk  
**SUBJECT:** 2025 Calendar of Meetings for the City Council/Housing Authority/Successor Agency to the Redevelopment Agency

**RECOMMENDATION:**

That the City Council reviews the proposed 2025 calendar of meetings for the City Council/Housing Authority/Successor Agency to the Redevelopment Agency, makes appropriate modifications, or accepts as presented.

**BACKGROUND:**

In 1996, the City Council established a schedule of meetings on the 2nd and 4th Tuesdays of each month. The proposed calendar follows the schedule, with the exception that only one meeting will be held in the months of November and December in order to accommodate holiday observances.

The League of California Cities Annual Conference dates for 2025 have not been determined.

**2025 Holidays and Observances**

January 1	New Year's Day
January 20	Martin Luther King's Birthday
February 17	President's Day
May 26	Memorial Day
July 4	Independence Day
September 1	Labor Day
November 11	Veterans Day
November 27 & 28	Thanksgiving Observance
December 24 & 25	Christmas Eve and Christmas Day
December 31	New Year's Eve

**CALIFORNIA ENVIRONMENTAL QUALITY ACT:**

The proposed 2025 calendar considered by the City Council is exempt from the California Environmental Quality Act ("CEQA") because it is not a "project" under section 15378(b)(5) of the State CEQA Guidelines. It is an organizational or administrative activity of government that will not result in a direct or indirect physical change in the environment.

**FISCAL IMPACT:**

There is no fiscal impact associated with this recommendation.

Prepared By: Angela Cortez, City Clerk

Reviewed By: N/A

Approved By: Graham Mitchell, City Manager

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**Attachments**

2025 CC Calendar



# City Council Meeting Schedule

## January 2025 - December 2025

### January 2025 1

S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### February 2025 2

S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

### March 2025 3

S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### April 2025 4

S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

### May 2025 5

S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### June 2025 6

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### July 2025 7

S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### August 2025 8

S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### September 2025 9

S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

### October 2025 10

S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### November 2025 11

S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### December 2025 12

S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

City Council Meeting (619) 441-1763
  City Hall Closed
  Holidays
  League of CA Cities Conference To be Announced, Long Beach CA



City Council  
Agenda Report

**DATE:** October 8, 2024  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Clay Schoen, Director of Finance  
**SUBJECT:** Fiscal Year 2024-25 First Quarter Report

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RECOMMENDATION:

That the City Council:

1. Increases or modifies Fiscal Year 2024-25 appropriations in the net amount of \$324,160 for additional needs as detailed in this report;
2. Authorizes the proposed personnel changes detailed in this report; and
3. Authorizes the proposed capital expenditures detailed in this report.

BACKGROUND:

**Preliminary Fiscal Year 2023-24 Results**

Preliminary results indicate Fiscal Year 2023-24 ended with total General Fund revenues of \$98.6 million. This amount exceeded the final budget by approximately \$180,000. The primary driver of this performance was the recording of Unrealized Gains/Losses as well as stronger than anticipated performance in most non-tax categories.

For the same period, General Fund expenditures totaled \$97.3 million. This was \$2.9 million below budget. This total is also approximately \$470,000 below amounts projected for the Fiscal Year 2024-25 Annual Budget. The primary driver of these reduced expenditures is the Public Works department, which ended the year \$1.3 million under its \$10.0 million budget.

As a result of this combined activity, the General Fund closed Fiscal Year 2023-24 with an increase to reserves of approximately \$1.3 million.

**First Quarter Budget Adjustments**

*Carry-Over Funding (Various)*

As part of the budget process each year, departments estimate funding requirements through fiscal year-end (June 30), and the subsequent fiscal year in order to establish a total budget for the new fiscal year. Due to unforeseen conditions and schedule adjustments, unspent, but committed, funds as of June 30 need to be carried forward to the new fiscal year so that projects and purchases can be completed. Table 1: Carry-Over Funding on the Attachment lists the carry-over amounts to be appropriated in Fiscal Year 2024-25.

### *American Rescue Plan Act Project Reallocation*

The allocation of American Rescue Plan Act (ARPA) funding includes significant funding for two information technology projects. The projects are Cybersecurity (ARP02) and Network Expansion (ARP05). As work progresses on both projects, it was determined that a portion of the work originally included in the scope of the Cybersecurity (ARP02) should be included in the Network Expansion (ARP05) project. Therefore, staff recommends the reallocation of \$697,825 from the Cybersecurity (ARP02) project to the Network Expansion (ARP05) project, and appropriated in the associated Expand Broadband Citywide (223754PWCP) project.

### *Police Department – Animal Shelter*

Subsequent to the creation of the Fiscal Year 2024-2025 Annual Budget, staff analyzed the operation of the City's animal shelter and determined that amounts estimated for the budget may be less than currently projected by approximately \$562,000. Staff does not recommend an appropriation amendment at this point in time, as staff will try to absorb this difference with existing General Fund appropriations. However, as the fiscal year progresses, if it becomes known that this is not possible, additional appropriations may be requested.

### *Police Department – National Night Out (101340)*

The City received donations in support of expenditures related to its National Night Out event. Staff recommends increasing Police Department appropriations by \$27,000, from unanticipated revenue, to offset these expenditures.

### *CDBG/HOME – Year-End Reconciliation*

Following the reconciliation of the CDBG and Home programs at the conclusion of fiscal year-end, staff recommends a number of budget amendments. These adjustments include the deappropriation from completed projects, the appropriation of project revenue, and inconsequential budgetary clean-up. A summary of these adjustments can be found in Table 2: CDBG/HOME Adjustments on the Attachment lists. This action does not represent the authorization of new spending, and is routine fiscal management.

### *Personnel Adjustments*

Heartland Fire & Rescue (HFR) recently filled a Division Chief position with an El Cajon employee. This position was previously filled by another HFR city's employee. As a result, the character of the expenditures, and revenue, associated with this position requires amendment. As an employee of another city, El Cajon budgets its proportional share (as determined by the HFR agreement) of the cost of this position. However, as an El Cajon employee the City needs to budget the full cost of the position, as well as the revenue from the other HFR cities for their proportional shares. Staff recommends the authorization to amend appropriations and estimated revenue to affect this change. Approval of this action does not authorize additional HFR staff, and is approximately cost neutral to El Cajon.

### *Capital Authorization*

Included with this report are two requests for capital purchases. Additional information for each item is included in the attached Capital Outlay Requests. The first request represents a change in the equipment authorized only, and does not include additional appropriations. The second is a new piece of equipment, and if approved, requires the appropriation of \$396,000 from the Wastewater Enterprise Fund's fund equity.

- Two Ford F150 Lightning Electric Pick-up – These two vehicles were originally authorized as gas engine Ford F-250s. Prior to procurement, staff determined that, in the interest of

CARB compliance, these vehicles be replaced with electric vehicles.

- Case Loader – This piece of equipment is needed by the Wastewater Enterprise Fund for the grading of roads, cleaning channels, loading material, as well as responding to emergencies. Additional information is included in the attached Capital Outlay Request.

#### CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The Fiscal Year 2024-25 First Quarter Report and proposed appropriation, personnel changes and capital expenditures, are exempt from the California Environmental Quality Act ("CEQA"). Pursuant to State CEQA Guidelines section 15378(b)(2)(4) and (5), these administrative and fiscal activities are not projects and therefore not subject to CEQA.

#### FISCAL IMPACT:

This action will authorize \$324,160 net appropriation increases to the Fiscal Year 2024-25 Annual Budget. Table 3: Impact by Fund on the Attachment details the individual fund impact.

Prepared By: Clay Schoen, Director of Finance

Reviewed By: Vince DiMaggio, Assistant City Manager

Approved By: Graham Mitchell, City Manager

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#### Attachments

FY2024-25 First Quarter Report Attachment

FY2024-25 Capital Outlay Request - WW Loader

**FIRST QUARTER BUDGET AMENDMENTS FOR FISCAL YEAR 2024-25**

**TABLE 1: CARRY-OVER FUNDING**

<b>Purchase Order/ Project Number</b>	<b>Description</b>	<b>Fund Name Budget Activity</b>	<b>Carry Over Appropriation</b>
22500050	Tyler Technologies	IT Services Fund (615150)	\$ 484,014
22400257	L N Curtis & Sons	Fire Suppression (101410)	\$ 52,910
<b>Appropriations for Purchase Orders and Project Carry Overs</b>			<b>\$ 536,924</b>

**TABLE 2: MISCELLANEOUS ADJUSTMENTS**

<b>Description</b>	<b>Department/Fund</b>	<b>Type of Adjustment</b>	<b>Amount (\$)</b>
CDBG Administration (C1116)	CDBG	Appropriation Decrease	(618.06)
Crime Free Multi Housing (C1117)	CDBG	Appropriation Decrease	(4,897.80)
CDBG CV Administration (C1125)	CDBG	Appropriation Increase	316.73
Outreach Support Services (C1126)	CDBG	Appropriation Decrease	(149.33)
ADA Concrete Improvements 2023 (C1135)	CDBG	Appropriation Decrease	(702,045.00)
Unallocated Amounts (CUNAL)	CDBG	Appropriation Increase	53,124.46
HOME Administration (H1120)	HOME	Appropriation Increase	18,504.57

**TABLE 3: IMPACT BY FUND**

<b>Fund Name</b>	<b>Fund Number</b>	<b>Total Impact (\$)</b>
General Fund	101	79,910
Community Development Block Grant (CDBG)	271	(654,269)
HOME Grant	276	18,505
Information Technology	615	484,014
Wastewater Enterprise Fund	650	396,000

## PROPERTY (CAPITAL OUTLAY) REQUEST Fiscal Year 2024-25

**DIVISION**    Public Works - Fleet (Wastewater)

QTY	DESCRIPTION	UNIT COST	PURCHASE PRICE	INSTALL/TRADE-IN	TOTAL NET COST	OBJECT
1	Case 821G Loader w/ 96" Forks	\$381,000.00	\$381,000.00	\$0.00	\$381,000.00	9040
1	Outfitting	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	9041
1	Maintenance Contract	\$12,000.00	\$12,000.00	\$0.00	\$12,000.00	8584

**NEW OR REPLACEMENT?** (If new, state usage. If replacement, state age of equipment to be replaced.)

New

**ESTIMATED LIFE OF REQUESTED ITEM** (Provide an estimated useful life of requested equipment and estimated replacement date.)

15 years

**JUSTIFICATION FOR REQUEST** (Explain necessity for and benefits derived from this purchase. If the equipment is substantially different than the equipment it replaces, additional justification should be given.)

Wastewater staff currently shares a loader with other divisions. They need their own loader for grading access roads, cleaning natural and concrete channel areas, loading material, and responding to emergencies.

**ADDITIONAL EXPENSES** (State the cost of additional items, ongoing maintenance costs or other expenses, if any, to place the equipment in full operation)

Prepared by: George Parkinson

Department Head: Yazmin Arellano





City Council  
Agenda Report

**DATE:** October 8, 2024  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Clay Schoen, Director of Finance  
**SUBJECT:** June 30, 2024 Quarterly Treasurer's Report

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**RECOMMENDATION:**

That the City Council receives the Treasurer's Report for the quarter ended June 30, 2024.

**BACKGROUND:**

Per the City's Investment Policy, the quarterly Treasurer's Report is presented for Council receipt and approval.

**Investment Trends/Economy**

The Federal Open Market Committee (FOMC) summarized the state of the economy, and its action, with the following comments from its September 18, 2024 Monetary Policy press release:

*"Recent indicators suggest that economic activity has continued to expand at a solid pace. Job gains have slowed, and the unemployment rate has moved up but remains low. Inflation has made further progress toward the Committee's 2 percent objective but remains somewhat elevated.*

*The Committee seeks to achieve maximum employment and inflation at the rate of 2 percent over the longer run. The Committee has gained greater confidence that inflation is moving sustainably toward 2 percent, and judges that the risks to achieving its employment and inflation goals are roughly in balance. The economic outlook is uncertain, and the Committee is attentive to the risks to both sides of its dual mandate.*

*In light of the progress on inflation and the balance of risks, the Committee decided to lower the target range for the federal funds rate by 1/2 percentage point to 4-3/4 to 5 percent. In considering additional adjustments to the target range for the federal funds rate, the Committee will carefully assess incoming data, the evolving outlook, and the balance of risks. The Committee will continue reducing its holdings of Treasury securities and agency debt and agency mortgage-backed securities. The Committee is strongly committed to supporting maximum employment and returning inflation to its 2 percent objective."*

Recent releases from the Bureau of Economic Analysis reported Gross Domestic Product increased at an annual rate of 3.0% in the second quarter of 2024, up from 1.4% in the previous quarter. The release noted that "Compared to the first quarter, the acceleration in real GDP in the second quarter primarily reflected an upturn in private inventory investment and an

acceleration in consumer spending. These movements were partly offset by a downturn in residential fixed investment.”

The Bureau of Labor Statistics’ release for August 2024 reported inflation, as estimated by the Consumer Price Index, rose 2.5% over the preceding twelve months. Also, for August 2024, the Bureau reported State unemployment at 5.3%, and 4.2% nationally.

U.S. Treasuries – as of June 30, 2024, the yield was 4.76% for a 2-year Treasury and 4.38% for a 5-year Treasury. Compared to the prior year, the 2-year Treasuries decreased from 4.90% and the 5-year Treasuries increased from 4.16%.

U.S. Government Agencies – at quarter end, the yield was 4.77% for a 2-year and 4.39% for a 5-year Federal Agency investment, respectively. The City’s investment portfolio, in large part, is comprised of U.S. Government Agency securities because they typically offer a slightly higher return than U.S. Treasuries.

Outlook & Strategy – the current strategy is to protect resources while maintaining flexibility in order to take advantage of higher investment returns should they materialize. As opportunities become available and the City’s cash flow needs are met, investing funds in securities will continue with the City’s investment advisors, Public Financial Management (PFM). The CAMP pool is currently rated AAA. No rating is provided for LAIF, but it is expected it would also achieve an AAA rating.

## **Report Presentation**

This report is presented in the following sections:

Operating Cash – the U.S. Bank Master Account is the City’s main checking account. The City also utilizes a merchant account with U.S. Bank for receiving credit card payments. Funds are automatically transferred daily to the City’s main checking account.

Operating Investments – the City’s operating investments are invested in CAMP portfolio investments (79.30%) earning 3.31%, and LAIF (20.67%) earning 4.36%. The remainder in the CAMP investment pool (0.03%) earning 5.43%. In addition to maximizing yield, these investments provide for safety and liquidity in meeting the City’s operational needs.

Successor Agency Investments – the Successor Agency no longer holds operating investments. The Bank of New York Mellon is the Bond Trustee. The required bond accounts have a combined market value of \$1,418,339.

## **CALIFORNIA ENVIRONMENTAL QUALITY ACT:**

This report is an informational item being considered by the City Council. Therefore, it is exempt from the California Environmental Quality Act ("CEQA") under section 15378(b)(5) of the State CEQA Guidelines. It is an organizational or administrative activity of government that will not result in a direct or indirect physical change in the environment.

## **FISCAL IMPACT:**

Interest earned for the second quarter of 2024, on a cash basis, was \$947,998. Market value is slightly lower than the original investment cost.

Prepared By: Clay Schoen, Director of Finance

Reviewed By:

Approved By: Graham Mitchell, City Manager

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## Attachments

June 30, 2024 Treasurer's Report



# CITY OF EL CAJON TREASURER'S REPORT AS OF JUNE 30, 2024

Cash Basis

	Balance as of <u>June 30, 2024</u>	Quarter to Date		Fiscal Year to Date Interest Earnings	Market Value*
		Yield/Interest Rate	Interest Earnings		
<b><u>Operating Cash</u></b>					
US Bank Checking (Master)	\$ 14,548,650	0.75%	\$ 29,128	\$ 66,758 <sup>(4)</sup>	\$ 14,548,650
US Bank (Merchant Processing)	24,733	n/a	-	-	24,733
Worker's Compensation (Imprest Account)	76,164	n/a	-	-	76,164
POB Cost of Issuance Fund (US Bank)	5	n/a	5	6	5
PARS 115 TRUST (US Bank) <sup>(1)</sup>	1,960,622	n/a	14,423	122,839	1,960,622
Petty Cash	4,704	n/a	-	-	4,704
<b>Total Operating Cash</b>	<b>\$ 16,614,878</b>		<b>\$ 43,556</b>	<b>\$ 189,603</b>	<b>\$ 16,614,878</b>
<b><u>Operating Investments</u></b>					
LAIF <sup>(2)</sup> - City Pool	\$ 35,134,826	4.36%	\$ 296,686	\$ 1,155,913	\$ 35,005,391
CAMP <sup>(3)</sup> Cash Management	48,892	5.43%	9,255	25,695	48,892
CAMP Managed Portfolio	134,757,227	3.31%	580,288	2,293,310	133,055,476
<b>Total Operating Investments</b>	<b>\$ 169,940,945</b>		<b>\$ 886,229</b>	<b>\$ 3,474,918</b>	<b>\$ 168,109,759</b>
<b>Total Operating Cash and Investments</b>	<b>\$ 186,555,823</b>		<b>\$ 929,785</b>	<b>\$ 3,664,521</b>	<b>\$ 184,724,637</b>
<b><u>Successor Agency Investments</u></b>					
The Bank of New York Mellon Trust Co.:					
Bond Reserve Fund	1,414,985	4.90%	17,374	67,739	1,414,985
Bond Debt Service Fund	1,473	4.90%	376	968	1,473
Tax Allocation Refunding Bond Debt Service Fund	452	5.20%	18	1,156	452
Principal Ac Fund	1,429	4.90%	445	1,856	1,429
<b>Total Successor Agency</b>	<b>\$ 1,418,339</b>		<b>\$ 18,213</b>	<b>\$ 71,719</b>	<b>\$ 1,418,339</b>
<b>Grand Total Cash and Investments</b>	<b>\$ 187,974,162</b>		<b>\$ 947,998</b>	<b>\$ 3,736,240</b>	<b>\$ 186,142,976</b>

I certify that all investments under the management of the City are in compliance with the City's adopted investment policy, and I certify the City's investments plus projected revenues, are sufficiently liquid to meet the City's next six (6) months cash flow requirements per the adopted budget.

Clay Schoen, Director of Finance and Treasurer

June 30, 2024

Date

\*Source: Bank and Trustee Statements

Note (1): The PARS 115 Trust is an IRS-approved Section 115 Pension Rate Stabilization Program that the City participates in. The assets are held by US Bank with management and support provided by the Public Agency Retirement Services (PARS). The amounts in this account are restricted for use for the City's Pension System obligations.

Note (2): The Local Agency Investment Fund (LAIF) is a voluntary investment alternative for California's local governments and special districts authorized by the California Government Code. LAIF is managed by the State Treasurer's Office with oversight by the Local Agency Investment Advisory Board. All securities in LAIF are purchased under the authority of Government Code Sections 16430 and 16480.8. LAIF is part of the State Treasurer's Pooled Money Investment Account (PMIA). The PMIA Investment Policy is guided by the goals of portfolio safety/diversification, liquidity, and yield.

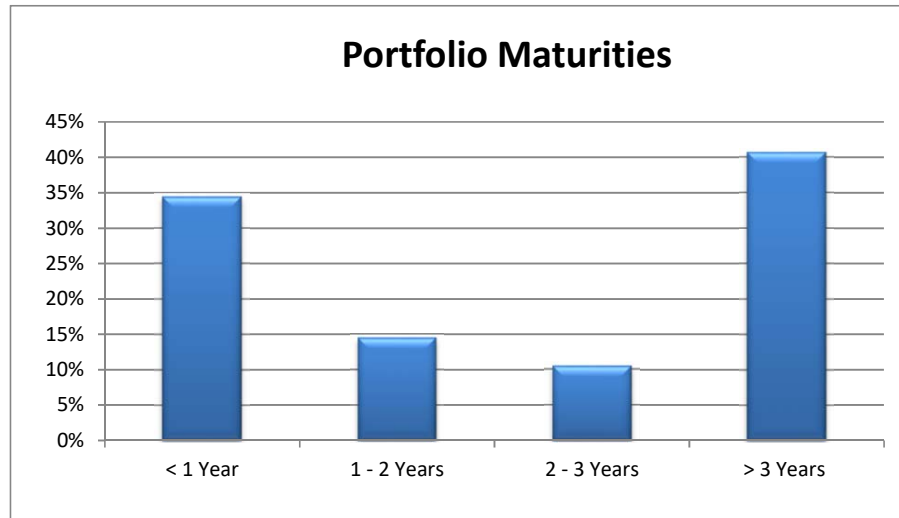
Note (3): The California Asset Management Program (CAMP) is a California Joint Powers Authority established in 1989 to provide California public agencies with professional investment services. The CAMP Pool is a permitted investment for all local agencies under California Government Code Section 53601(p). CAMP is directed by a Board of Trustees, which is made up of experienced local government finance directors and treasurers.

**CITY OF EL CAJON**  
**OPERATING INVESTMENTS PORTFOLIO MATURITIES BY DATE AND TYPE (AT PAR)**  
**AS OF JUNE 30, 2024**

Type of Investment	< 1 Year	1 - 2 Years	2 - 3 Years	> 3 Years
LAIF - City Pool	35,134,826	-	-	-
CAMP Cash Management	48,892	-	-	-
CAMP Managed Portfolio:				
FHLMC Notes	-	-	-	-
FMCC Global Notes	3,705,000	1,850,000	-	-
FNMA Benchmark/Global Notes	6,880,000	2,725,000	-	-
FHLB Notes/Global Bonds	-	-	1,650,000	4,690,000
US Treasury Notes	13,215,000	15,850,000	15,625,000	56,665,000
Corporate Bonds/Notes/CD	1,995,000	5,190,000	1,250,000	10,825,000
Commercial Paper	-	-	-	-
Municipal Bonds/Notes	-	-	-	-
<b>Totals</b>	<b>\$ 60,978,718</b>	<b>\$ 25,615,000</b>	<b>\$ 18,525,000</b>	<b>\$ 72,180,000</b>

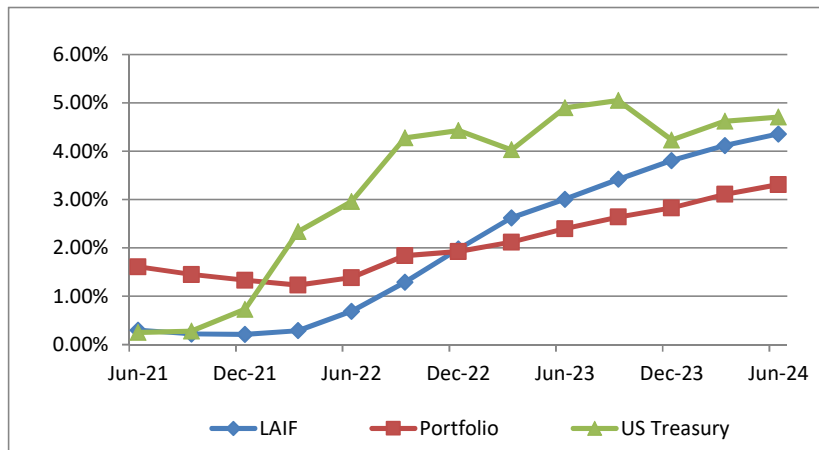
  

<b>Portfolio Percentage</b>	<b>34.39%</b>	<b>14.45%</b>	<b>10.45%</b>	<b>40.71%</b>
-----------------------------	---------------	---------------	---------------	---------------



**QUARTERLY YIELD COMPARISONS**

Quarter Ending	LAIF (1)	Portfolio (2)	US Treasury (3)
Jun-21	0.30%	1.61%	0.25%
Sep-21	0.22%	1.45%	0.28%
Dec-21	0.21%	1.33%	0.73%
Mar-22	0.29%	1.23%	2.34%
Jun-22	0.69%	1.39%	2.96%
Sep-22	1.29%	1.84%	4.28%
Dec-22	1.98%	1.93%	4.43%
Mar-23	2.63%	2.12%	4.03%
Jun-23	3.01%	2.40%	4.90%
Sep-23	3.42%	2.64%	5.05%
Dec-23	3.81%	2.83%	4.23%
Mar-24	4.12%	3.11%	4.62%
Jun-24	4.36%	3.31%	4.71%



(1) per State Treasurer's Office, LAIF-PMIA Earnings Yield Rate (average quarterly return)  
 (2) per CAMP Portfolio report  
 (3) per U.S. Treasury 2-year daily yield curve rate

**CITY OF EL CAJON  
OPERATING INVESTMENTS COMPOSITION (AT COST)  
AS OF JUNE 30, 2024**

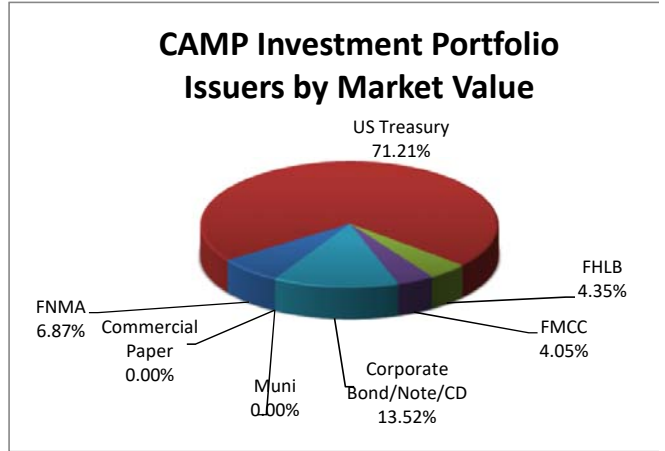
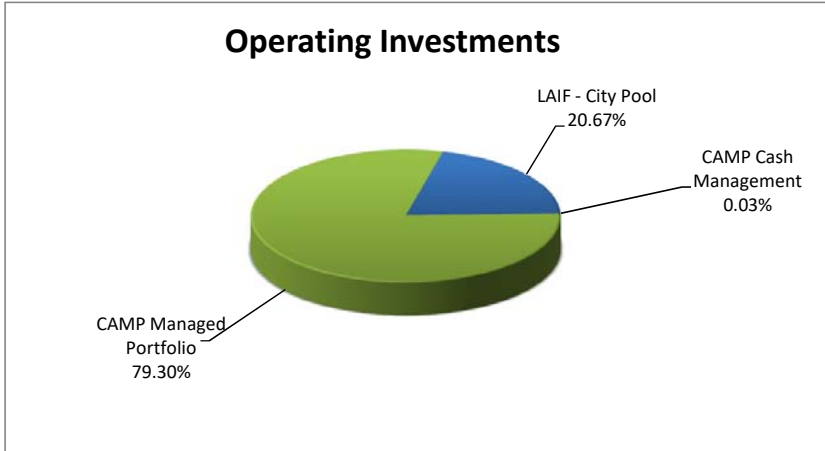
**Operating Investments**

LAIF - City Pool  
CAMP Cash Management  
CAMP Managed Portfolio  
**Total Operating Investments**

**Type of Investment**

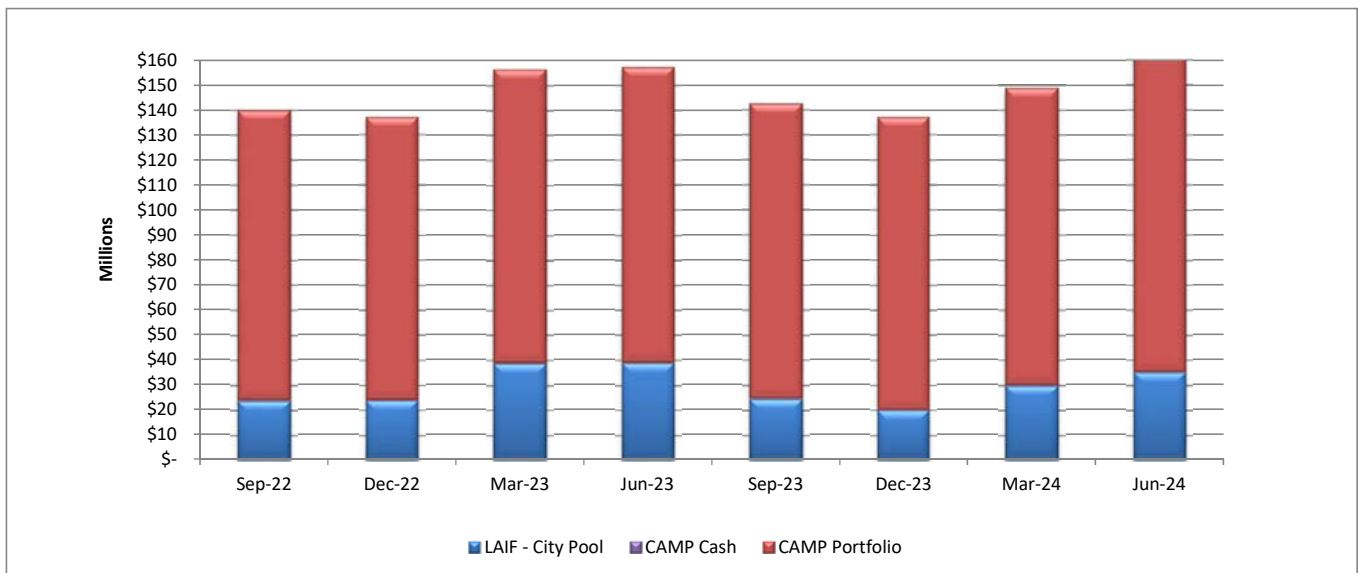
(See attached graph)  
Cash Reserve Portfolio  
Federal Agency & Corporate Bonds/Notes

<b>Investment Amount</b>	<b>% of Total Investments</b>	<b>Prior Quarter Investment Amount</b>	<b>% Change From Prior Quarter</b>
\$ 35,134,826	20.67%	\$ 29,802,131	17.89%
48,892	0.03%	103,375	-52.70%
134,757,227	79.30%	118,804,851	13.43%
<b>\$ 169,940,945</b>	<b>100.00%</b>	<b>\$ 148,710,357</b>	<b>14.28%</b>



**HISTORICAL COMPOSITION**

	<b>Quarter Ending</b>							
	<b>Sep-22</b>	<b>Dec-22</b>	<b>Mar-23</b>	<b>Jun-23</b>	<b>Sep-23</b>	<b>Dec-23</b>	<b>Mar-24</b>	<b>Jun-24</b>
LAIF - City Pool	\$ 23,758,114	\$ 23,840,538	\$ 38,617,384	\$ 38,871,308	\$ 24,455,818	\$ 20,016,581	\$ 29,802,131	\$ 35,134,826
CAMP Cash	87,219	203,773	350,147	136,315	175,121	62,505	103,375	48,892
CAMP Portfolio	116,011,700	113,057,559	117,308,740	118,146,879	117,750,857	116,942,274	118,804,851	134,757,227
<b>Total</b>	<b>\$ 139,857,033</b>	<b>\$ 137,101,870</b>	<b>\$ 156,276,271</b>	<b>\$ 157,154,502</b>	<b>\$ 142,381,796</b>	<b>\$ 137,021,360</b>	<b>\$ 148,710,357</b>	<b>\$ 169,940,945</b>





# PMIA/LAIF Performance Report as of 7/24/24



## Quarterly Performance Quarter Ended 06/30/24

LAIF Apportionment Rate <sup>(2)</sup> :	4.55
LAIF Earnings Ratio <sup>(2)</sup> :	0.00012419067099490
LAIF Administrative Cost <sup>(1)*</sup> :	0.16
LAIF Fair Value Factor <sup>(1)</sup> :	0.996316042
PMIA Daily <sup>(1)</sup> :	4.52
PMIA Quarter to Date <sup>(1)</sup> :	4.36
PMIA Average Life <sup>(1)</sup> :	217

## PMIA Average Monthly Effective Yields<sup>(1)</sup>

<b>June</b>	<b>4.480</b>
May	4.332
April	4.272
March	4.232
February	4.122
January	4.012

## Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 6/30/24 \$178.0 billion

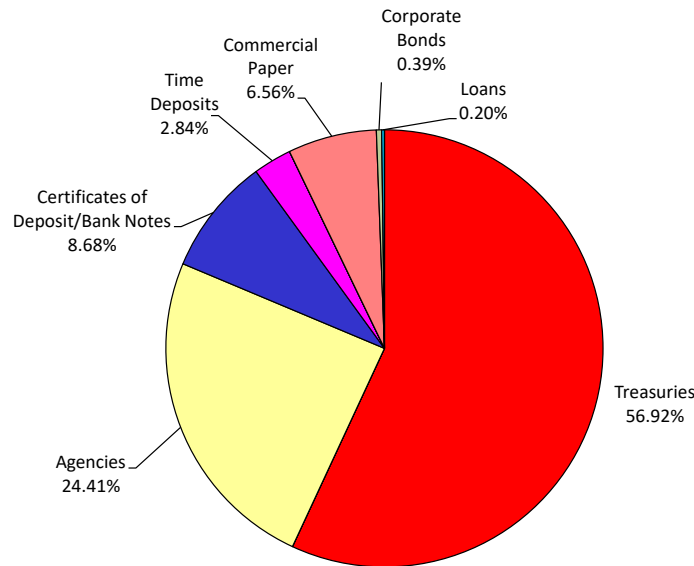


Chart does not include \$1,567,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

\*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

Source:

<sup>(1)</sup> State of California, Office of the Treasurer

<sup>(2)</sup> State of California, Office of the Controller



Customer Service  
PO Box 11813  
Harrisburg, PA 17108-1813

**ACCOUNT STATEMENT**

For the Month Ending  
**June 30, 2024**

**CITY OF EL CAJON**

**Client Management Team**

**Jeremy King**

Key Account Manager  
213 Market Street  
Harrisburg, PA 17101-2141  
1-800-729-7665  
kingj@pfmam.com

**Richard Babbe, CCM**

Senior Managing Consultant  
633 W 5th St., 25th Floor  
Los Angeles, CA 90071  
949-230-6896  
babber@pfmam.com

**Contents**

- Cover/Disclosures
- Summary Statement
- Individual Accounts

**Accounts included in Statement**

505-00 OPERATING FUNDS

**Important Messages**

CAMP will be closed on 07/04/2024 for Independence Day.

CITY OF EL CAJON  
AMY PINION  
200 CIVIC CENTER  
5TH FLOOR  
EL CAJON, CA 92020

**Online Access** [www.camponline.com](http://www.camponline.com)

**Customer Service** 1-800-729-7665





Important Disclosures

Important Disclosures

This statement is for general information purposes only and is not intended to provide specific advice or recommendations. PFM Asset Management LLC ("PFMAM") is an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bancorp Asset Management, Inc. ("USBAM"). USBAM is a subsidiary of U.S. Bank National Association ("U.S. Bank"). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of PFMAM. PFMAM maintains a written disclosure statement of our background and business experience. If you would like to receive a copy of our current disclosure statement, please contact Service Operations at the address below.

**Proxy Voting** PFMAM does not normally receive proxies to vote on behalf of its clients. However, it does on occasion receive consent requests. In the event a consent request is received the portfolio manager contacts the client and then proceeds according to their instructions. PFMAM's Proxy Voting Policy is available upon request by contacting Service Operations at the address below.

**Questions About an Account** PFMAM's monthly statement is intended to detail our investment advisory activity as well as the activity of any accounts held by clients in pools that are managed by PFMAM. The custodian bank maintains the control of assets and executes (i.e., settles) all investment transactions. The custodian statement is the official record of security and cash holdings and transactions. PFMAM recognizes that clients may use these reports to facilitate record keeping and that the custodian bank statement and the PFMAM statement should be reconciled and differences resolved. Many custodians use a settlement date basis which may result in the need to reconcile due to a timing difference.

**Account Control** PFMAM does not have the authority to withdraw funds from or deposit funds to the custodian outside the scope of services provided by PFMAM. Our clients retain responsibility for their internal accounting policies; implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

**Market Value** Generally, PFMAM's market prices are derived from closing bid prices as of the last business day of the month as supplied by Refinitiv or Bloomberg. For certain short-term investments or where prices are not available from generally recognized sources the securities are priced using a yield-based matrix system to arrive at an estimated market value. Prices that fall between data points are interpolated. Non-negotiable FDIC-insured bank certificates of deposit are priced at par. Although PFMAM believes the prices to be reliable, the values of the securities may not represent the prices at which the securities could have been bought or sold. Explanation of the valuation methods for a registered investment company or local government investment program is contained in the appropriate fund offering documentation or information statement.

**Amortized Cost** The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short term securities (those with less than one year to maturity at time of issuance) is amortized on a straightline basis. Such discount or premium with respect to longer term securities is amortized using the constant yield basis.

**Tax Reporting** Cost data and realized gains / losses are provided for informational purposes only. Please review for accuracy and consult your tax advisor to determine the tax consequences of your security transactions. PFMAM does not report such information to the IRS or other taxing authorities and is not responsible for the accuracy of such information that may be required to be reported to federal, state or other taxing authorities.

**Financial Situation** In order to better serve you, PFMAM should be promptly notified of any material change in your investment objective or financial situation.

**Callable Securities** Securities subject to redemption prior to maturity may be redeemed in whole or in part before maturity, which could affect the yield represented.

**Portfolio** The securities in this portfolio, including shares of mutual funds, are not guaranteed or otherwise protected by PFMAM, the FDIC (except for certain non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested. Actual settlement values, accrued interest, and amortized cost amounts may vary for securities subject to an adjustable interest rate or subject to principal paydowns. Any changes to the values shown may be reflected within the next monthly statement's beginning values.

**Rating** Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

Shares of some local government investment programs and TERM funds are marketed through representatives of PFMAM's affiliate, PFM Fund Distributors, Inc. which is registered with the SEC as a broker/dealer and is a member of the Financial Industry Regulatory Authority ("FINRA") and the Municipal Securities Rulemaking Board ("MSRB"). You may reach the FINRA by calling the FINRA Hotline at 1-800-289-9999 or at the FINRA website address <https://www.finra.org/investors/investor-contacts>. A brochure describing the FINRA Regulation Public Disclosure Program is also available from FINRA upon request.

**Key Terms and Definitions**

**Dividends** on local government investment program funds consist of interest earned, plus any discount ratably amortized to the date of maturity, plus all realized gains and losses on the sale of securities prior to maturity, less ratably amortization of any premium and all accrued expenses to the fund. Dividends are accrued daily and may be paid either monthly or quarterly. The monthly earnings on this statement represent the estimated dividend accrued for the month for any program that distributes earnings on a quarterly basis. There is no guarantee that the estimated amount will be paid on the actual distribution date.

**Current Yield** is the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical fund account with a balance of one share over the seven-day base period including the statement date, expressed as a percentage of the value of one share (normally \$1.00 per share) at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by

365 and dividing the result by 7. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed. **Average maturity** represents the average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. The stated maturity date of mortgage backed or callable securities are used in this statement. However the actual maturity of these securities could vary depending on the level or prepayments on the underlying mortgages or whether a callable security has or is still able to be called.

**Monthly distribution yield** represents the net change in the value of one share (normally \$1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

**YTM at Cost** The yield to maturity at cost is the expected rate of return, based on the original cost, the annual interest receipts, maturity value and the time period from purchase date to maturity, stated as a percentage, on an annualized basis.

**YTM at Market** The yield to maturity at market is the rate of return, based on the current market value, the annual interest receipts, maturity value and the time period remaining until maturity, stated as a percentage, on an annualized basis.

**Managed Account** A portfolio of investments managed discretely by PFMAM according to the client's specific investment policy and requirements. The investments are directly owned by the client and held by the client's custodian.

**Unsettled Trade** A trade which has been executed however the final consummation of the security transaction and payment has not yet taken place.

Please review the detail pages of this statement carefully. If you think your statement is wrong, missing account information, or if you need more information about a transaction, please contact PFMAM within 60 days of receipt. If you have other concerns or questions regarding your account, or to request an updated copy of PFMAM's current disclosure statement, please contact a member of your client management team at PFMAM Service Operations at the address below.

PFM Asset Management LLC  
Attn: Service Operations  
213 Market Street  
Harrisburg, PA 17101

NOT FDIC INSURED      NO BANK GUARANTEE      MAY LOSE VALUE



## Account Statement - Transaction Summary

For the Month Ending **June 30, 2024**

### CITY OF EL CAJON - OPERATING FUNDS - 505-00

CAMP Pool	
Opening Market Value	121,886.50
Purchases	16,991,866.00
Redemptions	(17,064,860.94)
Unsettled Trades	0.00
Change in Value	0.00

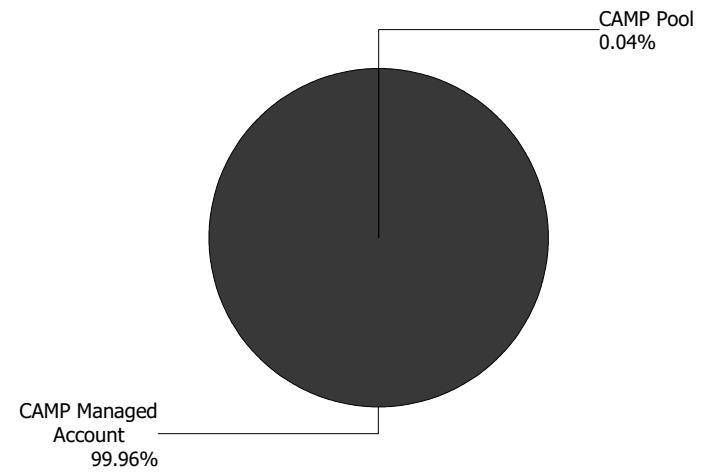
<b>Closing Market Value</b>	<b>\$48,891.56</b>
Cash Dividends and Income	3,951.83

CAMP Managed Account	
Opening Market Value	122,393,409.54
Purchases	16,842,941.61
Redemptions	(1,865,000.00)
Unsettled Trades	0.00
Change in Value	507,959.68

<b>Closing Market Value</b>	<b>\$137,879,310.83</b>
Cash Dividends and Income	294,942.92

Asset Summary		
	June 30, 2024	May 31, 2024
<b>CAMP Pool</b>	48,891.56	121,886.50
<b>CAMP Managed Account</b>	137,879,310.83	122,393,409.54
<b>Total</b>	<b>\$137,928,202.39</b>	<b>\$122,515,296.04</b>

### Asset Allocation





## Managed Account Summary Statement

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

Transaction Summary - Money Market		Transaction Summary - Managed Account		Account Total	
<b>Opening Market Value</b>	<b>\$121,886.50</b>	<b>Opening Market Value</b>	<b>\$122,393,409.54</b>	<b>Opening Market Value</b>	<b>\$122,515,296.04</b>
Purchases	16,991,866.00	Maturities/Calls	(1,865,000.00)		
Redemptions	(17,064,860.94)	Principal Dispositions	0.00		
		Principal Acquisitions	16,842,941.61		
		Unsettled Trades	0.00		
		Change in Current Value	507,959.68		
<b>Closing Market Value</b>	<b>\$48,891.56</b>	<b>Closing Market Value</b>	<b>\$137,879,310.83</b>	<b>Closing Market Value</b>	<b>\$137,928,202.39</b>
Dividend	3,951.83				

Earnings Reconciliation (Cash Basis) - Managed Account	
Interest/Dividends/Coupons Received	506,714.18
Less Purchased Interest Related to Interest/Coupons	(212,613.45)
Plus Net Realized Gains/Losses	842.19
<b>Total Cash Basis Earnings</b>	<b>\$294,942.92</b>

Cash Balance	
<b>Closing Cash Balance</b>	<b>\$0.00</b>

Earnings Reconciliation (Accrual Basis)	Managed Account	Total
Ending Amortized Value of Securities	140,315,744.53	140,364,636.09
Ending Accrued Interest	737,899.89	737,899.89
Plus Proceeds from Sales	0.00	17,064,860.94
Plus Proceeds of Maturities/Calls/Principal Payments	1,892,975.00	1,892,975.00
Plus Coupons/Dividends Received	478,739.18	478,739.18
Less Cost of New Purchases	(17,055,555.06)	(34,047,421.06)
Less Beginning Amortized Value of Securities	(125,292,684.60)	(125,414,571.10)
Less Beginning Accrued Interest	(742,219.79)	(742,219.79)
Dividends	0.00	3,951.83
<b>Total Accrual Basis Earnings</b>	<b>\$334,899.15</b>	<b>\$338,850.98</b>

Cash Transactions Summary- Managed Account	
Maturities/Calls	1,892,975.00
Sale Proceeds	0.00
Coupon/Interest/Dividend Income	478,739.18
Principal Payments	0.00
Security Purchases	(17,055,555.06)
Net Cash Contribution	14,683,840.88
Reconciling Transactions	0.00



## Portfolio Summary and Statistics

For the Month Ending **June 30, 2024**

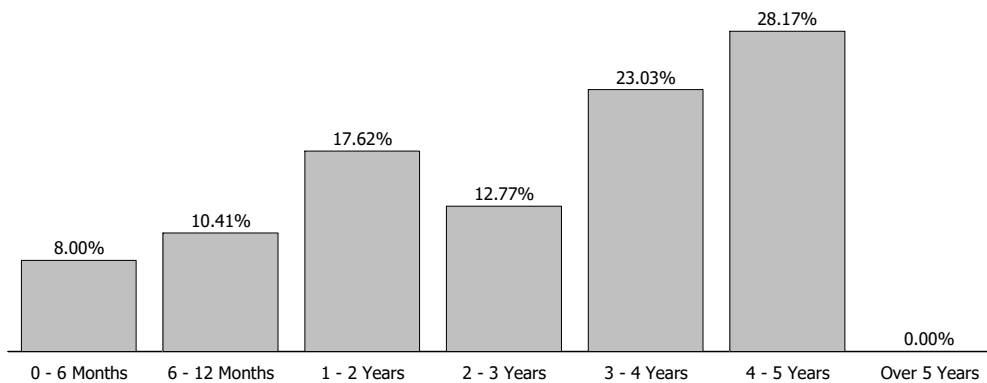
CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)

### Account Summary

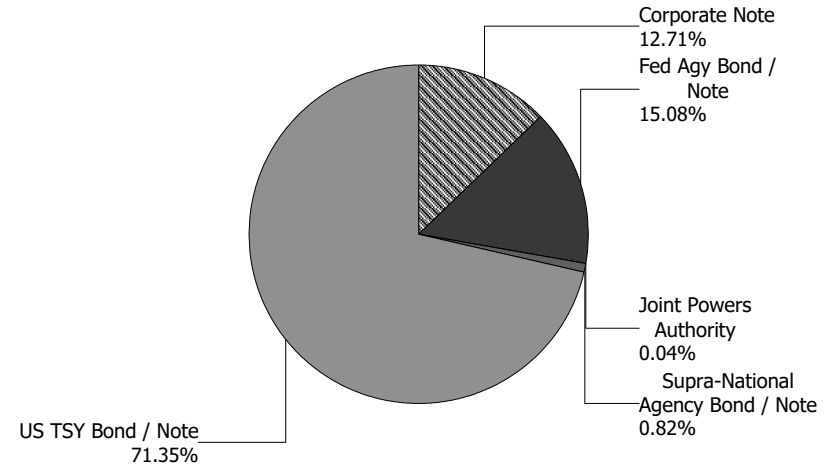
Description	Par Value	Market Value	Percent
U.S. Treasury Bond / Note	101,355,000.00	98,409,183.65	71.35
Supra-National Agency Bond / Note	1,150,000.00	1,137,029.15	0.82
Federal Agency Bond / Note	21,500,000.00	20,802,919.14	15.08
Corporate Note	18,110,000.00	17,530,178.89	12.71
<b>Managed Account Sub-Total</b>	<b>142,115,000.00</b>	<b>137,879,310.83</b>	<b>99.96%</b>
Accrued Interest		737,899.89	
<b>Total Portfolio</b>	<b>142,115,000.00</b>	<b>138,617,210.72</b>	
CAMP Pool	48,891.56	48,891.56	0.04
<b>Total Investments</b>	<b>142,163,891.56</b>	<b>138,666,102.28</b>	<b>100.00%</b>

**Unsettled Trades** **0.00** **0.00**

### Maturity Distribution



### Sector Allocation



### Characteristics

Yield to Maturity at Cost	3.31%
Yield to Maturity at Market	4.73%
Weighted Average Days to Maturity	1013



## Managed Account Issuer Summary

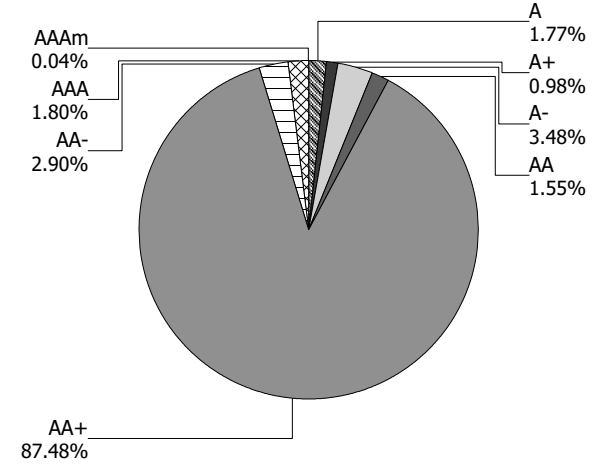
For the Month Ending **June 30, 2024**

CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)

### Issuer Summary

Issuer	Market Value of Holdings	Percent
AMAZON.COM INC	991,656.00	0.72
APPLE INC	1,464,618.00	1.06
BANK OF AMERICA CO	1,524,507.20	1.11
BLACKROCK INC	1,069,697.03	0.78
BRISTOL-MYERS SQUIBB CO	470,181.00	0.34
CAMP Pool	48,891.56	0.04
DEERE & COMPANY	488,903.00	0.35
FANNIE MAE	9,316,185.06	6.75
FEDERAL FARM CREDIT BANKS	1,645,043.40	1.19
FEDERAL HOME LOAN BANKS	4,467,563.18	3.24
FREDDIE MAC	5,374,127.50	3.90
HERSHEY COMPANY	982,221.00	0.71
INTEL CORPORATION	1,425,458.75	1.03
INTER-AMERICAN DEVELOPMENT BANK	1,137,029.15	0.82
JOHNSON & JOHNSON	1,342,206.74	0.97
JP MORGAN CHASE & CO	1,844,789.75	1.34
NOVARTIS AG	1,776,188.55	1.29
PROCTER & GAMBLE CO	1,160,481.25	0.84
TOYOTA MOTOR CORP	1,351,551.32	0.98
UNITED STATES TREASURY	98,409,183.65	71.35
US BANCORP	498,138.50	0.36
WAL-MART STORES INC	1,139,580.80	0.83
<b>Total</b>	<b>\$137,928,202.39</b>	<b>100.00%</b>

### Credit Quality (S&P Ratings)





**Managed Account Detail of Securities Held**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>U.S. Treasury Bond / Note</b>												
US TREASURY NOTES DTD 07/31/2017 2.125% 07/31/2024		9128282N9	1,000,000.00	AA+	Aaa	08/01/19	08/02/19	1,020,390.63	1.70	8,873.63	1,000,335.19	997,343.80
US TREASURY NOTES DTD 08/15/2014 2.375% 08/15/2024		912828D56	1,210,000.00	AA+	Aaa	09/26/19	09/27/19	1,254,240.62	1.59	10,816.04	1,211,115.93	1,205,462.50
US TREASURY NOTES DTD 10/31/2019 1.500% 10/31/2024		912828YM6	2,840,000.00	AA+	Aaa	02/24/21	02/25/21	2,958,259.38	0.36	7,177.17	2,850,734.85	2,803,612.50
US TREASURY NOTES DTD 11/30/2017 2.125% 11/30/2024		9128283J7	1,735,000.00	AA+	Aaa	01/07/20	01/09/20	1,776,138.47	1.62	3,122.76	1,738,499.19	1,712,770.31
US TREASURY NOTES DTD 02/15/2022 1.500% 02/15/2025		91282CDZ1	1,675,000.00	AA+	Aaa	02/11/22	02/15/22	1,660,082.03	1.81	9,456.39	1,671,883.02	1,635,742.19
US TREASURY NOTES DTD 02/29/2020 1.125% 02/28/2025		912828ZC7	1,570,000.00	AA+	Aaa	03/30/21	03/31/21	1,601,706.64	0.60	5,903.50	1,575,365.74	1,528,051.48
US TREASURY NOTES DTD 05/15/2022 2.750% 05/15/2025		91282CE00	3,185,000.00	AA+	Aaa	06/15/22	06/15/22	3,121,051.17	3.48	11,186.45	3,165,905.42	3,119,309.38
US TREASURY NOTES DTD 08/31/2020 0.250% 08/31/2025		91282CAJ0	1,200,000.00	AA+	Aaa	08/20/21	08/23/21	1,182,000.00	0.63	1,002.72	1,194,780.12	1,135,125.00
US TREASURY NOTES DTD 09/30/2020 0.250% 09/30/2025		91282CAM3	980,000.00	AA+	Aaa	10/08/21	10/12/21	957,567.19	0.84	615.85	972,940.40	923,956.25
US TREASURY NOTES DTD 11/30/2020 0.375% 11/30/2025		91282CAZ4	1,750,000.00	AA+	Aaa	02/11/22	02/14/22	1,651,220.70	1.93	555.84	1,713,127.15	1,641,445.40
US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025		91282CBC4	1,575,000.00	AA+	Aaa	06/01/21	06/01/21	1,550,144.53	0.73	16.05	1,566,863.32	1,472,625.00
US TREASURY NOTES DTD 02/28/2019 2.500% 02/28/2026		9128286F2	1,000,000.00	AA+	Aaa	03/01/21	03/01/21	1,088,125.00	0.70	8,355.98	1,029,310.62	962,500.00
US TREASURY NOTES DTD 02/28/2021 0.500% 02/28/2026		91282CBO3	1,635,000.00	AA+	Aaa	03/30/21	03/31/21	1,605,429.49	0.88	2,732.40	1,625,000.39	1,522,082.81
US TREASURY NOTES DTD 03/15/2023 4.625% 03/15/2026		91282CGR6	2,365,000.00	AA+	Aaa	05/30/23	05/31/23	2,392,807.23	4.17	32,101.02	2,381,973.60	2,356,870.31



**Managed Account Detail of Securities Held**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>U.S. Treasury Bond / Note</b>												
US TREASURY NOTES	DTD 05/31/2021 0.750% 05/31/2026	91282CCF6	500,000.00	AA+	Aaa	06/23/21	06/25/21	497,148.44	0.87	317.62	498,893.26	463,671.90
US TREASURY NOTES	DTD 05/31/2021 0.750% 05/31/2026	91282CCF6	1,375,000.00	AA+	Aaa	06/02/22	06/03/22	1,261,777.34	2.95	873.46	1,320,718.35	1,275,097.73
US TREASURY NOTES	DTD 05/31/2021 0.750% 05/31/2026	91282CCF6	2,500,000.00	AA+	Aaa	06/14/22	06/15/22	2,242,089.84	3.57	1,588.11	2,375,325.59	2,318,359.50
US TREASURY NOTES	DTD 06/30/2021 0.875% 06/30/2026	91282CCJ8	970,000.00	AA+	Aaa	10/08/21	10/12/21	964,051.17	1.01	23.06	967,481.59	899,826.51
US TREASURY NOTES	DTD 07/31/2021 0.625% 07/31/2026	91282CCP4	1,200,000.00	AA+	Aaa	08/20/21	08/23/21	1,192,171.88	0.76	3,131.87	1,196,700.29	1,103,812.56
US TREASURY NOTES	DTD 11/15/2016 2.000% 11/15/2026	912828U24	2,645,000.00	AA+	Aaa	06/21/22	06/22/22	2,491,569.34	3.43	6,756.25	2,562,221.92	2,488,779.69
US TREASURY NOTES	DTD 02/15/2017 2.250% 02/15/2027	912828V98	1,000,000.00	AA+	Aaa	09/29/22	09/30/22	925,546.88	4.13	8,468.41	955,346.75	942,656.20
US TREASURY NOTES	DTD 02/28/2022 1.875% 02/28/2027	91282CEC1	500,000.00	AA+	Aaa	05/09/23	05/11/23	469,062.50	3.63	3,133.49	478,350.43	466,406.25
US TREASURY NOTES	DTD 04/30/2022 2.750% 04/30/2027	91282CEN7	2,525,000.00	AA+	Aaa	05/30/23	05/31/23	2,411,177.73	4.00	11,698.71	2,442,777.34	2,405,456.91
US TREASURY NOTES	DTD 05/31/2020 0.500% 05/31/2027	912828ZS2	2,890,000.00	AA+	Aaa	06/13/22	06/14/22	2,502,898.05	3.46	1,223.91	2,662,695.10	2,574,357.67
US TREASURY N/B NOTES	DTD 06/15/2024 4.625% 06/15/2027	91282CKV2	3,400,000.00	AA+	Aaa	06/28/24	06/28/24	3,411,953.13	4.50	6,874.32	3,411,922.21	3,410,093.92
US TREASURY NOTES	DTD 06/30/2022 3.250% 06/30/2027	91282CEW7	1,465,000.00	AA+	Aaa	09/15/22	09/15/22	1,437,645.70	3.68	129.38	1,447,889.88	1,413,725.00
US TREASURY NOTES	DTD 08/15/1997 6.375% 08/15/2027	912810FA1	755,000.00	AA+	Aaa	11/18/22	11/21/22	830,794.92	4.02	18,115.33	805,003.59	795,227.31
US TREASURY NOTES	DTD 08/15/2017 2.250% 08/15/2027	9128282R0	1,540,000.00	AA+	Aaa	09/15/22	09/15/22	1,440,922.66	3.69	13,041.35	1,477,076.23	1,438,937.50



**Managed Account Detail of Securities Held**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>U.S. Treasury Bond / Note</b>												
US TREASURY NOTES DTD 08/31/2022 3.125% 08/31/2027		91282CFH9	1,140,000.00	AA+	Aaa	06/28/23	06/30/23	1,095,424.22	4.16	11,907.27	1,106,165.72	1,093,687.50
US TREASURY NOTES DTD 09/30/2020 0.375% 09/30/2027		91282CAL5	1,950,000.00	AA+	Aaa	11/01/22	11/02/22	1,616,291.02	4.28	1,838.11	1,729,264.44	1,709,906.25
US TREASURY NOTES DTD 10/31/2022 4.125% 10/31/2027		91282CFU0	2,460,000.00	AA+	Aaa	03/01/24	03/05/24	2,440,589.06	4.36	17,096.33	2,442,304.78	2,432,325.00
US TREASURY NOTES DTD 12/31/2022 3.875% 12/31/2027		91282CGC9	1,075,000.00	AA+	Aaa	06/26/23	06/28/23	1,067,357.42	4.05	113.20	1,069,069.69	1,054,507.81
US TREASURY NOTES DTD 12/31/2022 3.875% 12/31/2027		91282CGC9	1,250,000.00	AA+	Aaa	01/17/23	01/17/23	1,265,136.72	3.61	131.62	1,260,693.60	1,226,171.88
US TREASURY NOTES DTD 12/31/2022 3.875% 12/31/2027		91282CGC9	3,400,000.00	AA+	Aaa	06/28/24	06/28/24	3,337,710.94	4.45	358.02	3,337,856.82	3,335,187.50
US TREASURY NOTES DTD 01/31/2023 3.500% 01/31/2028		91282CGH8	1,630,000.00	AA+	Aaa	01/02/24	01/03/24	1,600,965.63	3.98	23,823.08	1,604,475.49	1,578,553.13
US TREASURY NOTES DTD 02/28/2023 4.000% 02/29/2028		91282CGP0	2,200,000.00	AA+	Aaa	05/19/23	05/22/23	2,225,437.50	3.73	29,413.04	2,219,515.70	2,166,312.50
US TREASURY NOTES DTD 03/31/2023 3.625% 03/31/2028		91282CGT2	2,425,000.00	AA+	Aaa	05/30/23	05/31/23	2,398,287.11	3.88	22,096.65	2,404,292.22	2,356,796.88
US TREASURY NOTES DTD 04/30/2023 3.500% 04/30/2028		91282CHA2	1,045,000.00	AA+	Aaa	05/02/23	05/03/23	1,046,306.25	3.47	6,162.09	1,046,001.89	1,010,710.94
US TREASURY NOTES DTD 04/30/2021 1.250% 04/30/2028		91282CBZ3	2,100,000.00	AA+	Aaa	06/20/23	06/21/23	1,849,066.41	3.98	4,422.55	1,902,221.92	1,865,718.75
US TREASURY NOTES DTD 06/30/2023 4.000% 06/30/2028		91282CHK0	2,300,000.00	AA+	Aaa	07/13/23	07/17/23	2,306,558.59	3.94	250.00	2,305,290.35	2,264,781.25
US TREASURY NOTES DTD 06/30/2023 4.000% 06/30/2028		91282CHK0	3,400,000.00	AA+	Aaa	06/27/24	06/28/24	3,353,914.06	4.37	369.57	3,354,008.56	3,347,937.50
US TREASURY NOTES DTD 08/15/1998 5.500% 08/15/2028		912810FE3	1,550,000.00	AA+	Aaa	09/11/23	09/12/23	1,621,505.86	4.45	32,085.85	1,609,859.82	1,616,117.11





**Managed Account Detail of Securities Held**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b> <b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>U.S. Treasury Bond / Note</b>											
US TREASURY NOTES DTD 08/31/2023 4.375% 08/31/2028	91282CHX2	2,375,000.00	AA+	Aaa	09/14/23	09/15/23	2,373,422.85	4.39	34,729.53	2,373,675.26	2,372,031.25
US TREASURY NOTES DTD 09/30/2023 4.625% 09/30/2028	91282CJA0	2,335,000.00	AA+	Aaa	10/30/23	10/31/23	2,314,933.59	4.82	27,145.97	2,317,387.63	2,354,701.56
US TREASURY N/B NOTES DTD 11/30/2023 4.375% 11/30/2028	91282CJN2	1,000,000.00	AA+	Aaa	12/07/23	12/08/23	1,011,601.56	4.11	3,705.60	1,010,404.68	1,000,000.00
US TREASURY N/B NOTES DTD 11/30/2023 4.375% 11/30/2028	91282CJN2	1,090,000.00	AA+	Aaa	12/01/23	12/04/23	1,100,133.59	4.17	4,039.11	1,099,071.43	1,090,000.00
US TREASURY N/B NOTES DTD 12/31/2023 3.750% 12/31/2028	91282CJR3	3,400,000.00	AA+	Aaa	01/30/24	01/31/24	3,358,031.25	4.03	346.47	3,361,285.72	3,313,937.50
US TREASURY N/B NOTES DTD 12/31/2023 3.750% 12/31/2028	91282CJR3	3,420,000.00	AA+	Aaa	06/27/24	06/28/24	3,339,710.16	4.33	348.50	3,339,842.86	3,333,431.25
US TREASURY N/B NOTES DTD 01/31/2024 4.000% 01/31/2029	91282CJW2	1,670,000.00	AA+	Aaa	02/13/24	02/14/24	1,650,886.33	4.26	27,894.51	1,652,210.03	1,644,428.13
US TREASURY N/B NOTES DTD 02/29/2024 4.250% 02/28/2029	91282CKD2	1,000,000.00	AA+	Aaa	03/01/24	03/05/24	999,960.94	4.25	14,205.16	999,963.21	995,625.00
US TREASURY N/B NOTES DTD 02/29/2024 4.250% 02/28/2029	91282CKD2	1,480,000.00	AA+	Aaa	03/01/24	03/05/24	1,479,653.13	4.26	21,023.64	1,479,673.31	1,473,525.00
US TREASURY N/B NOTES DTD 04/30/2024 4.625% 04/30/2029	91282CKP5	500,000.00	AA+	Aaa	05/09/24	05/13/24	503,476.56	4.47	3,896.06	503,392.93	505,781.25
US TREASURY N/B NOTES DTD 04/30/2024 4.625% 04/30/2029	91282CKP5	4,800,000.00	AA+	Aaa	04/25/24	04/30/24	4,781,250.00	4.71	37,402.17	4,781,813.27	4,855,500.00
US TREASURY N/B NOTES DTD 05/31/2024 4.500% 05/31/2029	91282CKT7	3,375,000.00	AA+	Aaa	06/26/24	06/27/24	3,399,653.32	4.33	12,863.73	3,399,604.18	3,398,203.13
<b>Security Type Sub-Total</b>		<b>101,355,000.00</b>					<b>99,435,236.73</b>	<b>3.48</b>	<b>514,958.90</b>	<b>100,009,582.98</b>	<b>98,409,183.65</b>
<b>Supra-National Agency Bond / Note</b>											
INTER-AMERICAN DEVEL BK NOTES DTD 09/23/2021 0.500% 09/23/2024	4581X0DZ8	1,150,000.00	AAA	Aaa	09/15/21	09/23/21	1,149,149.00	0.52	1,565.28	1,149,934.78	1,137,029.15



**Managed Account Detail of Securities Held**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Supra-National Agency Bond / Note</b>												
<b>Security Type Sub-Total</b>			<b>1,150,000.00</b>					<b>1,149,149.00</b>	<b>0.52</b>	<b>1,565.28</b>	<b>1,149,934.78</b>	<b>1,137,029.15</b>
<b>Federal Agency Bond / Note</b>												
FANNIE MAE NOTES	DTD 07/08/2019 1.750% 07/02/2024	3135G0V75	1,000,000.00	AA+	Aaa	08/05/19	08/06/19	1,006,430.00	1.61	8,701.39	1,000,003.59	999,902.00
FANNIE MAE NOTES	DTD 07/08/2019 1.750% 07/02/2024	3135G0V75	1,635,000.00	AA+	Aaa	07/18/19	07/19/19	1,623,211.65	1.90	14,226.77	1,634,993.49	1,634,839.77
FANNIE MAE NOTES	DTD 01/10/2020 1.625% 01/07/2025	3135G0X24	1,745,000.00	AA+	Aaa	01/16/20	01/21/20	1,740,131.45	1.68	13,705.52	1,744,489.78	1,712,698.31
FREDDIE MAC NOTES	DTD 02/14/2020 1.500% 02/12/2025	3137EAEP0	950,000.00	AA+	Aaa	03/30/20	03/31/20	993,833.00	0.54	5,502.08	955,568.44	928,604.10
FREDDIE MAC NOTES	DTD 02/14/2020 1.500% 02/12/2025	3137EAEP0	1,120,000.00	AA+	Aaa	02/26/20	02/28/20	1,133,753.60	1.24	6,486.67	1,121,716.35	1,094,775.36
FREDDIE MAC NOTES	DTD 02/14/2020 1.500% 02/12/2025	3137EAEP0	1,635,000.00	AA+	Aaa	03/03/20	03/05/20	1,680,845.40	0.92	9,469.38	1,640,740.20	1,598,176.53
FANNIE MAE NOTES	DTD 04/24/2020 0.625% 04/22/2025	3135G03U5	1,300,000.00	AA+	Aaa	06/04/20	06/05/20	1,305,213.00	0.54	1,557.29	1,300,862.98	1,253,272.80
FANNIE MAE NOTES	DTD 06/19/2020 0.500% 06/17/2025	3135G04Z3	1,200,000.00	AA+	Aaa	06/17/20	06/19/20	1,197,516.00	0.54	233.33	1,199,521.99	1,147,860.00
FREDDIE MAC NOTES	DTD 07/23/2020 0.375% 07/21/2025	3137EAEU9	730,000.00	AA+	Aaa	07/21/20	07/23/20	726,364.60	0.48	1,216.67	729,232.66	694,322.71
FREDDIE MAC NOTES	DTD 09/25/2020 0.375% 09/23/2025	3137EAEX3	1,120,000.00	AA+	Aaa	09/23/20	09/25/20	1,116,628.80	0.44	1,143.33	1,119,170.14	1,058,248.80
FANNIE MAE NOTES	DTD 11/12/2020 0.500% 11/07/2025	3135G06G3	1,075,000.00	AA+	Aaa	01/04/21	01/05/21	1,079,719.25	0.41	806.25	1,076,319.36	1,012,911.23
FANNIE MAE NOTES	DTD 11/12/2020 0.500% 11/07/2025	3135G06G3	1,650,000.00	AA+	Aaa	11/10/20	11/12/20	1,644,588.00	0.57	1,237.50	1,648,531.84	1,554,700.95



**Managed Account Detail of Securities Held**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b> <b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Federal Agency Bond / Note</b>											
FEDERAL FARM CREDIT BANK NOTES (CALLABLE) DTD 12/07/2023 5.580% 12/07/2026	3133EPK38	1,650,000.00	AA+	Aaa	12/14/23	12/18/23	1,649,752.50	5.59	6,138.00	1,649,794.19	1,645,043.40
FEDERAL HOME LOAN BANK NOTES (CALLABLE) DTD 02/25/2021 0.850% 08/25/2027	3130ALAT1	2,000,000.00	AA+	Aaa	06/20/23	06/21/23	1,738,420.00	4.27	283.33	1,802,872.21	1,780,194.00
FEDERAL HOME LOAN BANK NOTES (CALLABLE) DTD 05/22/2024 5.740% 05/22/2029	3130B1E52	2,690,000.00	AA+	Aaa	05/14/24	05/22/24	2,690,000.00	5.74	16,727.32	2,690,000.00	2,687,369.18

<b>Security Type Sub-Total</b>		<b>21,500,000.00</b>					<b>21,326,407.25</b>	<b>2.24</b>	<b>87,434.83</b>	<b>21,313,817.22</b>	<b>20,802,919.14</b>
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<b>Corporate Note</b>											
US BANCORP NOTES (CALLABLE) DTD 07/29/2019 2.400% 07/30/2024	91159HHX1	500,000.00	A	A3	08/01/19	08/05/19	503,300.00	2.26	5,033.33	500,000.00	498,138.50
TOYOTA MOTOR CREDIT CORP CORP NOTES DTD 02/13/2020 1.800% 02/13/2025	89236TGT6	345,000.00	A+	A1	05/20/20	05/26/20	348,370.65	1.58	2,380.50	345,443.82	337,419.32
INTEL CORP NOTES (CALLABLE) DTD 07/29/2015 3.700% 07/29/2025	458140AS9	1,450,000.00	A-	A3	02/01/23	02/03/23	1,419,970.50	4.59	22,652.22	1,436,988.32	1,425,458.75
JOHNSON & JOHNSON CORPORATE NOTES DTD 08/25/2020 0.550% 09/01/2025	478160CN2	1,415,000.00	AAA	Aaa	09/11/20	09/15/20	1,419,570.45	0.48	2,594.17	1,416,016.23	1,342,206.74
BRISTOL-MYERS SQUIBB CO CORPORATE NOTES DTD 11/13/2020 0.750% 11/13/2025	110122DN5	500,000.00	A	A2	06/23/21	06/25/21	495,715.00	0.95	500.00	498,662.61	470,181.00
NOVARTIS CAPITAL CORP NOTES (CALLABLE) DTD 11/20/2015 3.000% 11/20/2025	66989HAJ7	1,825,000.00	AA-	Aa3	02/01/23	02/03/23	1,763,406.25	4.29	6,235.42	1,794,414.27	1,776,188.55
PROCTER & GAMBLE CO/THE CORPORATE NOTES DTD 02/01/2022 1.900% 02/01/2027	742718FV6	1,250,000.00	AA-	Aa3	02/01/22	02/03/22	1,251,537.50	1.87	9,895.83	1,250,796.57	1,160,481.25



**Managed Account Detail of Securities Held**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Corporate Note</b>												
JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 09/08/2022 4.150% 09/15/2027		24422EWK1	500,000.00	A	A1	01/03/23	01/05/23	494,260.00	4.42	6,109.72	496,078.45	488,903.00
JPMORGAN CHASE & CO CORP NOTES (CALLABLE) DTD 09/22/2021 1.470% 09/22/2027		46647PCP9	1,000,000.00	A-	A1	01/03/23	01/05/23	870,290.00	4.56	4,042.50	911,215.35	916,776.00
TOYOTA MOTOR CREDIT CORP CORPORATE NOTES DTD 11/10/2022 5.450% 11/10/2027		89236TKL8	1,000,000.00	A+	A1	01/03/23	01/05/23	1,030,320.00	4.74	7,720.83	1,021,018.44	1,014,132.00
AMAZON.COM INC CORP NOTE (CALLABLE) DTD 12/01/2022 4.550% 12/01/2027		023135CP9	1,000,000.00	AA	A1	12/22/22	12/27/22	1,004,660.00	4.44	3,791.67	1,003,206.71	991,656.00
JPMORGAN CHASE CORP NOTES (CALLABLE) DTD 02/24/2022 2.947% 02/24/2028		46647PCW4	185,000.00	A-	A1	09/14/23	09/18/23	169,158.45	5.13	1,923.33	171,964.95	173,381.26
JPMORGAN CHASE & CORP NOTES (CALLABLE) DTD 04/25/2017 3.540% 05/01/2028		46647PAF3	790,000.00	A-	A1	05/16/23	05/18/23	747,529.60	4.77	4,661.00	757,149.97	754,632.49
HERSHEY COMPANY CORP NOTES CALLABLE DTD 05/04/2023 4.250% 05/04/2028		427866BH0	1,000,000.00	A	A1	05/09/23	05/11/23	1,005,460.00	4.13	6,729.17	1,004,188.03	982,221.00
APPLE INC CORP NOTES CALLABLE DTD 05/10/2023 4.000% 05/10/2028		037833ET3	1,500,000.00	AA+	Aaa	05/10/23	05/11/23	1,501,305.00	3.98	8,500.00	1,501,002.00	1,464,618.00
WALMART INC CORPORATE NOTES (CALLABLE) DTD 06/27/2018 3.700% 06/26/2028		931142EE9	1,175,000.00	AA	Aa2	06/26/23	06/28/23	1,142,382.00	4.32	603.82	1,148,977.09	1,139,580.80
BANK OF AMERICA CORP NOTES (CALLABLE) DTD 07/21/2017 3.593% 07/21/2028		06051GGR4	505,000.00	A-	A1	07/27/23	07/31/23	469,594.45	5.21	8,064.29	476,141.65	481,172.58
BANK OF AMERICA CORP NOTES (CALLABLE) DTD 07/21/2017 3.593% 07/21/2028		06051GGR4	1,095,000.00	A-	A1	07/24/23	07/26/23	1,020,145.80	5.17	17,485.93	1,034,155.29	1,043,334.62



**Managed Account Detail of Securities Held**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Corporate Note</b>											
BLACKROCK FUNDING INC CORPORATE NOTES (C) DTD 03/14/2024 4.700% 03/14/2029	09290DAA9	1,075,000.00	AA-	Aa3	03/14/24	03/18/24	1,074,989.25	4.70	15,017.15	1,074,989.80	1,069,697.03
<b>Security Type Sub-Total</b>		<b>18,110,000.00</b>					<b>17,731,964.90</b>	<b>3.81</b>	<b>133,940.88</b>	<b>17,842,409.55</b>	<b>17,530,178.89</b>
<b>Managed Account Sub-Total</b>		<b>142,115,000.00</b>					<b>139,642,757.88</b>	<b>3.31</b>	<b>737,899.89</b>	<b>140,315,744.53</b>	<b>137,879,310.83</b>
<b>Joint Powers Authority</b>											
CAMP Pool		48,891.56	AAAm	NR			48,891.56		0.00	48,891.56	48,891.56
<b>Liquid Sub-Total</b>		<b>48,891.56</b>					<b>48,891.56</b>		<b>0.00</b>	<b>48,891.56</b>	<b>48,891.56</b>
<b>Securities Sub-Total</b>		<b>\$142,163,891.56</b>					<b>\$139,691,649.44</b>	<b>3.31%</b>	<b>\$737,899.89</b>	<b>\$140,364,636.09</b>	<b>\$137,928,202.39</b>
<b>Accrued Interest</b>											<b>\$737,899.89</b>
<b>Total Investments</b>											<b>\$138,666,102.28</b>



**Managed Account Fair Market Value & Analytics**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>Broker</b>	<b>Next Call Date</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L On Cost</b>	<b>Unreal G/L Amort Cost</b>	<b>Effective Duration</b>	<b>YTM at Mkt</b>
<b>U.S. Treasury Bond / Note</b>											
US TREASURY NOTES	DTD 07/31/2017 2.125% 07/31/2024	9128282N9	1,000,000.00	RBC		99.73	997,343.80	(23,046.83)	(2,991.39)	0.09	5.21
US TREASURY NOTES	DTD 08/15/2014 2.375% 08/15/2024	912828D56	1,210,000.00	MERRILL		99.63	1,205,462.50	(48,778.12)	(5,653.43)	0.13	5.32
US TREASURY NOTES	DTD 10/31/2019 1.500% 10/31/2024	912828YM6	2,840,000.00	GOLDMAN		98.72	2,803,612.50	(154,646.88)	(47,122.35)	0.34	5.39
US TREASURY NOTES	DTD 11/30/2017 2.125% 11/30/2024	9128283J7	1,735,000.00	MERRILL		98.72	1,712,770.31	(63,368.16)	(25,728.88)	0.42	5.25
US TREASURY NOTES	DTD 02/15/2022 1.500% 02/15/2025	91282CDZ1	1,675,000.00	TD		97.66	1,635,742.19	(24,339.84)	(36,140.83)	0.63	5.35
US TREASURY NOTES	DTD 02/29/2020 1.125% 02/28/2025	912828ZC7	1,570,000.00	BNP_PAR		97.33	1,528,051.48	(73,655.16)	(47,314.26)	0.67	5.24
US TREASURY NOTES	DTD 05/15/2022 2.750% 05/15/2025	91282CEQ0	3,185,000.00	TD		97.94	3,119,309.38	(1,741.79)	(46,596.04)	0.87	5.19
US TREASURY NOTES	DTD 08/31/2020 0.250% 08/31/2025	91282CAJ0	1,200,000.00	NOMURA		94.59	1,135,125.00	(46,875.00)	(59,655.12)	1.17	5.07
US TREASURY NOTES	DTD 09/30/2020 0.250% 09/30/2025	91282CAM3	980,000.00	NOMURA		94.28	923,956.25	(33,610.94)	(48,984.15)	1.25	5.02
US TREASURY NOTES	DTD 11/30/2020 0.375% 11/30/2025	91282CAZ4	1,750,000.00	TD		93.80	1,641,445.40	(9,775.30)	(71,681.75)	1.42	4.96
US TREASURY NOTES	DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	1,575,000.00	JPM_CHA		93.50	1,472,625.00	(77,519.53)	(94,238.32)	1.50	4.92
US TREASURY NOTES	DTD 02/28/2019 2.500% 02/28/2026	9128286F2	1,000,000.00	GOLDMAN		96.25	962,500.00	(125,625.00)	(66,810.62)	1.64	4.87
US TREASURY NOTES	DTD 02/28/2021 0.500% 02/28/2026	91282CBO3	1,635,000.00	RBS		93.09	1,522,082.81	(83,346.68)	(102,917.58)	1.67	4.86
US TREASURY NOTES	DTD 03/15/2023 4.625% 03/15/2026	91282CGR6	2,365,000.00	CITIGRP		99.66	2,356,870.31	(35,936.92)	(25,103.29)	1.65	4.83
US TREASURY NOTES	DTD 05/31/2021 0.750% 05/31/2026	91282CCF6	500,000.00	MERRILL		92.73	463,671.90	(33,476.54)	(35,221.36)	1.91	4.76
US TREASURY NOTES	DTD 05/31/2021 0.750% 05/31/2026	91282CCF6	1,375,000.00	CITIGRP		92.73	1,275,097.73	13,320.39	(45,620.62)	1.91	4.76
US TREASURY NOTES	DTD 05/31/2021 0.750% 05/31/2026	91282CCF6	2,500,000.00	RBC		92.73	2,318,359.50	76,269.66	(56,966.09)	1.91	4.76



**Managed Account Fair Market Value & Analytics**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>Broker</b>	<b>Next Call Date</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L On Cost</b>	<b>Unreal G/L Amort Cost</b>	<b>Effective Duration</b>	<b>YTM at Mkt</b>
<b>U.S. Treasury Bond / Note</b>											
US TREASURY NOTES	DTD 06/30/2021 0.875% 06/30/2026	91282CCJ8	970,000.00	HSBC		92.77	899,826.51	(64,224.66)	(67,655.08)	1.98	4.71
US TREASURY NOTES	DTD 07/31/2021 0.625% 07/31/2026	91282CCP4	1,200,000.00	BARCLAY		91.98	1,103,812.56	(88,359.32)	(92,887.73)	2.07	4.71
US TREASURY NOTES	DTD 11/15/2016 2.000% 11/15/2026	912828U24	2,645,000.00	CITIGRP		94.09	2,488,779.69	(2,789.65)	(73,442.23)	2.33	4.65
US TREASURY NOTES	DTD 02/15/2017 2.250% 02/15/2027	912828V98	1,000,000.00	HSBC		94.27	942,656.20	17,109.32	(12,690.55)	2.55	4.59
US TREASURY NOTES	DTD 02/28/2022 1.875% 02/28/2027	91282CEC1	500,000.00	HSBC		93.28	466,406.25	(2,656.25)	(11,944.18)	2.60	4.58
US TREASURY NOTES	DTD 04/30/2022 2.750% 04/30/2027	91282CEN7	2,525,000.00	CITIGRP		95.27	2,405,456.91	(5,720.82)	(37,320.43)	2.74	4.55
US TREASURY NOTES	DTD 05/31/2020 0.500% 05/31/2027	912828ZS2	2,890,000.00	MORGAN_		89.08	2,574,357.67	71,459.62	(88,337.43)	2.90	4.54
US TREASURY N/B NOTES	DTD 06/15/2024 4.625% 06/15/2027	91282CKV2	3,400,000.00	HSBC		100.30	3,410,093.92	(1,859.21)	(1,828.29)	2.80	4.52
US TREASURY NOTES	DTD 06/30/2022 3.250% 06/30/2027	91282CEW7	1,465,000.00	NOMURA		96.50	1,413,725.00	(23,920.70)	(34,164.88)	2.84	4.51
US TREASURY NOTES	DTD 08/15/1997 6.375% 08/15/2027	912810FA1	755,000.00	MERRILL		105.33	795,227.31	(35,567.61)	(9,776.28)	2.83	4.53
US TREASURY NOTES	DTD 08/15/2017 2.250% 08/15/2027	9128282R0	1,540,000.00	CITIGRP		93.44	1,438,937.50	(1,985.16)	(38,138.73)	3.01	4.52
US TREASURY NOTES	DTD 08/31/2022 3.125% 08/31/2027	91282CFH9	1,140,000.00	NOMURA		95.94	1,093,687.50	(1,736.72)	(12,478.22)	3.01	4.51
US TREASURY NOTES	DTD 09/30/2020 0.375% 09/30/2027	91282CAL5	1,950,000.00	RBS		87.69	1,709,906.25	93,615.23	(19,358.19)	3.24	4.49
US TREASURY NOTES	DTD 10/31/2022 4.125% 10/31/2027	91282CFU0	2,460,000.00	CITIGRP		98.88	2,432,325.00	(8,264.06)	(9,979.78)	3.13	4.49
US TREASURY NOTES	DTD 12/31/2022 3.875% 12/31/2027	91282CGC9	1,075,000.00	GOLDMAN		98.09	1,054,507.81	(12,849.61)	(14,561.88)	3.25	4.47
US TREASURY NOTES	DTD 12/31/2022 3.875% 12/31/2027	91282CGC9	1,250,000.00	CITIGRP		98.09	1,226,171.88	(38,964.84)	(34,521.72)	3.25	4.47
US TREASURY NOTES	DTD 12/31/2022 3.875% 12/31/2027	91282CGC9	3,400,000.00	HSBC		98.09	3,335,187.50	(2,523.44)	(2,669.32)	3.25	4.47



**Managed Account Fair Market Value & Analytics**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>Broker</b>	<b>Next Call Date</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L On Cost</b>	<b>Unreal G/L Amort Cost</b>	<b>Effective Duration</b>	<b>YTM at Mkt</b>
<b>U.S. Treasury Bond / Note</b>											
US TREASURY NOTES	DTD 01/31/2023 3.500% 01/31/2028	91282CGH8	1,630,000.00	MORGAN_		96.84	1,578,553.13	(22,412.50)	(25,922.36)	3.35	4.46
US TREASURY NOTES	DTD 02/28/2023 4.000% 02/29/2028	91282CGP0	2,200,000.00	HSBC		98.47	2,166,312.50	(59,125.00)	(53,203.20)	3.41	4.46
US TREASURY NOTES	DTD 03/31/2023 3.625% 03/31/2028	91282CGT2	2,425,000.00	JPM_CHA		97.19	2,356,796.88	(41,490.23)	(47,495.34)	3.51	4.45
US TREASURY NOTES	DTD 04/30/2023 3.500% 04/30/2028	91282CHA2	1,045,000.00	BNP_PAR		96.72	1,010,710.94	(35,595.31)	(35,290.95)	3.60	4.44
US TREASURY NOTES	DTD 04/30/2021 1.250% 04/30/2028	91282CBZ3	2,100,000.00	NOMURA		88.84	1,865,718.75	16,652.34	(36,503.17)	3.75	4.45
US TREASURY NOTES	DTD 06/30/2023 4.000% 06/30/2028	91282CHK0	2,300,000.00	BNP_PAR		98.47	2,264,781.25	(41,777.34)	(40,509.10)	3.66	4.42
US TREASURY NOTES	DTD 06/30/2023 4.000% 06/30/2028	91282CHK0	3,400,000.00	HSBC		98.47	3,347,937.50	(5,976.56)	(6,071.06)	3.66	4.42
US TREASURY NOTES	DTD 08/15/1998 5.500% 08/15/2028	912810FE3	1,550,000.00	NOMURA		104.27	1,616,117.11	(5,388.75)	6,257.29	3.69	4.36
US TREASURY NOTES	DTD 08/31/2023 4.375% 08/31/2028	91282CHX2	2,375,000.00	CITIGRP		99.88	2,372,031.25	(1,391.60)	(1,644.01)	3.81	4.41
US TREASURY NOTES	DTD 09/30/2023 4.625% 09/30/2028	91282CJA0	2,335,000.00	JPM_CHA		100.84	2,354,701.56	39,767.97	37,313.93	3.87	4.41
US TREASURY N/B NOTES	DTD 11/30/2023 4.375% 11/30/2028	91282CJN2	1,000,000.00	BMO		100.00	1,000,000.00	(11,601.56)	(10,404.68)	4.06	4.38
US TREASURY N/B NOTES	DTD 11/30/2023 4.375% 11/30/2028	91282CJN2	1,090,000.00	MERRILL		100.00	1,090,000.00	(10,133.59)	(9,071.43)	4.06	4.38
US TREASURY N/B NOTES	DTD 12/31/2023 3.750% 12/31/2028	91282CJR3	3,400,000.00	CITIGRP		97.47	3,313,937.50	(44,093.75)	(47,348.22)	4.10	4.38
US TREASURY N/B NOTES	DTD 12/31/2023 3.750% 12/31/2028	91282CJR3	3,420,000.00	HSBC		97.47	3,333,431.25	(6,278.91)	(6,411.61)	4.10	4.38
US TREASURY N/B NOTES	DTD 01/31/2024 4.000% 01/31/2029	91282CJW2	1,670,000.00	BNP_PAR		98.47	1,644,428.13	(6,458.20)	(7,781.90)	4.17	4.37
US TREASURY N/B NOTES	DTD 02/29/2024 4.250% 02/28/2029	91282CKD2	1,000,000.00	BNP_PAR		99.56	995,625.00	(4,335.94)	(4,338.21)	4.23	4.35
US TREASURY N/B NOTES	DTD 02/29/2024 4.250% 02/28/2029	91282CKD2	1,480,000.00	BMO		99.56	1,473,525.00	(6,128.13)	(6,148.31)	4.23	4.35





**Managed Account Fair Market Value & Analytics**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>Broker</b>	<b>Next Call Date</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L On Cost</b>	<b>Unreal G/L Amort Cost</b>	<b>Effective Duration</b>	<b>YTM at Mkt</b>
<b>U.S. Treasury Bond / Note</b>											
US TREASURY N/B NOTES		91282CKP5	500,000.00	BNP_PAR		101.16	505,781.25	2,304.69	2,388.32	4.36	4.36
DTD 04/30/2024 4.625% 04/30/2029											
US TREASURY N/B NOTES		91282CKP5	4,800,000.00	BMO		101.16	4,855,500.00	74,250.00	73,686.73	4.36	4.36
DTD 04/30/2024 4.625% 04/30/2029											
US TREASURY N/B NOTES		91282CKT7	3,375,000.00	JPM_CHA		100.69	3,398,203.13	(1,450.19)	(1,401.05)	4.46	4.34
DTD 05/31/2024 4.500% 05/31/2029											
<b>Security Type Sub-Total</b>			<b>101,355,000.00</b>				<b>98,409,183.65</b>	<b>(1,026,053.08)</b>	<b>(1,600,399.33)</b>	<b>2.84</b>	<b>4.62</b>
<b>Supra-National Agency Bond / Note</b>											
INTER-AMERICAN DEVEL BK NOTES		4581X0DZ8	1,150,000.00	JPM_CHA		98.87	1,137,029.15	(12,119.85)	(12,905.63)	0.24	5.45
DTD 09/23/2021 0.500% 09/23/2024											
<b>Security Type Sub-Total</b>			<b>1,150,000.00</b>				<b>1,137,029.15</b>	<b>(12,119.85)</b>	<b>(12,905.63)</b>	<b>0.24</b>	<b>5.45</b>
<b>Federal Agency Bond / Note</b>											
FANNIE MAE NOTES		3135G0V75	1,000,000.00	NOMURA		99.99	999,902.00	(6,528.00)	(101.59)	0.01	3.48
DTD 07/08/2019 1.750% 07/02/2024											
FANNIE MAE NOTES		3135G0V75	1,635,000.00	JEFFERIE		99.99	1,634,839.77	11,628.12	(153.72)	0.01	3.48
DTD 07/08/2019 1.750% 07/02/2024											
FANNIE MAE NOTES		3135G0X24	1,745,000.00	MIZUHO		98.15	1,712,698.31	(27,433.14)	(31,791.47)	0.52	5.28
DTD 01/10/2020 1.625% 01/07/2025											
FREDDIE MAC NOTES		3137EAEP0	950,000.00	TD		97.75	928,604.10	(65,228.90)	(26,964.34)	0.62	5.26
DTD 02/14/2020 1.500% 02/12/2025											
FREDDIE MAC NOTES		3137EAEP0	1,120,000.00	TD		97.75	1,094,775.36	(38,978.24)	(26,940.99)	0.62	5.26
DTD 02/14/2020 1.500% 02/12/2025											
FREDDIE MAC NOTES		3137EAEP0	1,635,000.00	WELLS_F		97.75	1,598,176.53	(82,668.87)	(42,563.67)	0.62	5.26
DTD 02/14/2020 1.500% 02/12/2025											
FANNIE MAE NOTES		3135G03U5	1,300,000.00	KEYBANC		96.41	1,253,272.80	(51,940.20)	(47,590.18)	0.81	5.21
DTD 04/24/2020 0.625% 04/22/2025											
FANNIE MAE NOTES		3135G04Z3	1,200,000.00	NOMURA		95.66	1,147,860.00	(49,656.00)	(51,661.99)	0.97	5.18
DTD 06/19/2020 0.500% 06/17/2025											
FREDDIE MAC NOTES		3137EAEU9	730,000.00	WELLS_F		95.11	694,322.71	(32,041.89)	(34,909.95)	1.06	5.18
DTD 07/23/2020 0.375% 07/21/2025											



**Managed Account Fair Market Value & Analytics**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b>				<b>Next Call</b>	<b>Market</b>	<b>Market</b>	<b>Unreal G/L</b>	<b>Unreal G/L</b>	<b>Effective</b>	<b>YTM</b>
<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>Broker</b>	<b>Date</b>	<b>Price</b>	<b>Value</b>	<b>On Cost</b>	<b>Amort Cost</b>	<b>Duration</b>	<b>at Mkt</b>
<b>Federal Agency Bond / Note</b>										
FREDDIE MAC NOTES DTD 09/25/2020 0.375% 09/23/2025	3137EAEX3	1,120,000.00	CITIGRP		94.49	1,058,248.80	(58,380.00)	(60,921.34)	1.23	5.05
FANNIE MAE NOTES DTD 11/12/2020 0.500% 11/07/2025	3135G06G3	1,075,000.00	WELLS_F		94.22	1,012,911.23	(66,808.02)	(63,408.13)	1.35	4.97
FANNIE MAE NOTES DTD 11/12/2020 0.500% 11/07/2025	3135G06G3	1,650,000.00	JEFFERI		94.22	1,554,700.95	(89,887.05)	(93,830.89)	1.35	4.97
FEDERAL FARM CREDIT BANK NOTES (CALLABLE DTD 12/07/2023 5.580% 12/07/2026	3133EPK38	1,650,000.00	CITIGRP		99.70	1,645,043.40	(4,709.10)	(4,750.79)	2.31	5.71
FEDERAL HOME LOAN BANK NOTES (CALLABLE DTD 02/25/2021 0.850% 08/25/2027	3130ALAT1	2,000,000.00	KEYBANC	02/25/25	89.01	1,780,194.00	41,774.00	(22,678.21)	0.66	4.60
FEDERAL HOME LOAN BANK NOTES (CALLABLE DTD 05/22/2024 5.740% 05/22/2029	3130B1E52	2,690,000.00	MORGAN_	11/22/24	99.90	2,687,369.18	(2,630.82)	(2,630.82)	0.40	5.76
<b>Security Type Sub-Total</b>		<b>21,500,000.00</b>				<b>20,802,919.14</b>	<b>(523,488.11)</b>	<b>(510,898.08)</b>	<b>0.81</b>	<b>5.02</b>
<b>Corporate Note</b>										
US BANCORP NOTES (CALLABLE) DTD 07/29/2019 2.400% 07/30/2024	91159HHX1	500,000.00	MKTX		99.63	498,138.50	(5,161.50)	(1,861.50)	0.09	6.82
TOYOTA MOTOR CREDIT CORP CORP NOTES DTD 02/13/2020 1.800% 02/13/2025	89236TGT6	345,000.00	CITIGRP		97.80	337,419.32	(10,951.33)	(8,024.50)	0.62	5.45
INTEL CORP NOTES (CALLABLE) DTD 07/29/2015 3.700% 07/29/2025	458140AS9	1,450,000.00	BARCLAY	04/29/25	98.31	1,425,458.75	5,488.25	(11,529.57)	0.82	5.33
JOHNSON & JOHNSON CORPORATE NOTES DTD 08/25/2020 0.550% 09/01/2025	478160CN2	1,415,000.00	GOLDMAN	08/01/25	94.86	1,342,206.74	(77,363.71)	(73,809.49)	1.09	5.14
BRISTOL-MYERS SQUIBB CO CORPORATE NOTES DTD 11/13/2020 0.750% 11/13/2025	110122DN5	500,000.00	MERRILL	10/13/25	94.04	470,181.00	(25,534.00)	(28,481.61)	1.29	5.32
NOVARTIS CAPITAL CORP NOTES (CALLABLE) DTD 11/20/2015 3.000% 11/20/2025	66989HAJ7	1,825,000.00	JPM_CHA	08/20/25	97.33	1,776,188.55	12,782.30	(18,225.72)	1.13	5.02



**Managed Account Fair Market Value & Analytics**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b>	<b>CUSIP</b>	<b>Par</b>	<b>Broker</b>	<b>Next Call Date</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L On Cost</b>	<b>Unreal G/L Amort Cost</b>	<b>Effective Duration</b>	<b>YTM at Mkt</b>
<b>Corporate Note</b>										
PROCTER & GAMBLE CO/THE CORPORATE NOTES DTD 02/01/2022 1.900% 02/01/2027	742718FV6	1,250,000.00	MISL		92.84	1,160,481.25	(91,056.25)	(90,315.32)	2.52	4.88
JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 09/08/2022 4.150% 09/15/2027	24422EWK1	500,000.00	JPM_CHA		97.78	488,903.00	(5,357.00)	(7,175.45)	3.00	4.90
JPMORGAN CHASE & CO CORP NOTES (CALLABLE) DTD 09/22/2021 1.470% 09/22/2027	46647PCP9	1,000,000.00	GOLDMAN	09/22/26	91.68	916,776.00	46,486.00	5,560.65	2.19	4.26
TOYOTA MOTOR CREDIT CORP CORPORATE NOTES DTD 11/10/2022 5.450% 11/10/2027	89236TKL8	1,000,000.00	BARCLAY		101.41	1,014,132.00	(16,188.00)	(6,886.44)	3.10	4.99
AMAZON.COM INC CORP NOTE (CALLABLE) DTD 12/01/2022 4.550% 12/01/2027	023135CP9	1,000,000.00	JPM_CHA	11/01/27	99.17	991,656.00	(13,004.00)	(11,550.71)	3.13	4.82
JPMORGAN CHASE CORP NOTES (CALLABLE) DTD 02/24/2022 2.947% 02/24/2028	46647PCW4	185,000.00	MERRILL	02/24/27	93.72	173,381.26	4,222.81	1,416.31	2.54	4.84
JPMORGAN CHASE & CORP NOTES (CALLABLE) DTD 04/25/2017 3.540% 05/01/2028	46647PAF3	790,000.00	FTN	05/01/27	95.52	754,632.49	7,102.89	(2,517.48)	2.71	4.83
HERSHEY COMPANY CORP NOTES CALLABLE DTD 05/04/2023 4.250% 05/04/2028	427866BH0	1,000,000.00	JPM_CHA	04/04/28	98.22	982,221.00	(23,239.00)	(21,967.03)	3.50	4.76
APPLE INC CORP NOTES CALLABLE DTD 05/10/2023 4.000% 05/10/2028	037833ET3	1,500,000.00	MORGAN_	04/10/28	97.64	1,464,618.00	(36,687.00)	(36,384.00)	3.53	4.67
WALMART INC CORPORATE NOTES (CALLABLE) DTD 06/27/2018 3.700% 06/26/2028	931142EE9	1,175,000.00	MERRILL	03/26/28	96.99	1,139,580.80	(2,801.20)	(9,396.29)	3.53	4.53
BANK OF AMERICA CORP NOTES (CALLABLE) DTD 07/21/2017 3.593% 07/21/2028	06051GGR4	505,000.00	MKTX	07/21/27	95.28	481,172.58	11,578.13	5,030.93	2.88	4.89
BANK OF AMERICA CORP NOTES (CALLABLE) DTD 07/21/2017 3.593% 07/21/2028	06051GGR4	1,095,000.00	MERRILL	07/21/27	95.28	1,043,334.62	23,188.82	9,179.33	2.88	4.89



**Managed Account Fair Market Value & Analytics**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

<b>Security Type/Description</b>	<b>CUSIP</b>	<b>Par</b>	<b>Broker</b>	<b>Next Call Date</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L On Cost</b>	<b>Unreal G/L Amort Cost</b>	<b>Effective Duration</b>	<b>YTM at Mkt</b>
<b>Corporate Note</b>										
BLACKROCK FUNDING INC CORPORATE NOTES (C DTD 03/14/2024 4.700% 03/14/2029	09290DAA9	1,075,000.00	SEEL	02/14/29	99.51	1,069,697.03	(5,292.22)	(5,292.77)	4.16	4.82
<b>Security Type Sub-Total</b>		<b>18,110,000.00</b>				<b>17,530,178.89</b>	<b>(201,786.01)</b>	<b>(312,230.66)</b>	<b>2.40</b>	<b>4.95</b>
<b>Managed Account Sub-Total</b>		<b>142,115,000.00</b>				<b>137,879,310.83</b>	<b>(1,763,447.05)</b>	<b>(2,436,433.70)</b>	<b>2.46</b>	<b>4.73</b>
<b>Joint Powers Authority</b>										
CAMP Pool		48,891.56			1.00	48,891.56	0.00	0.00	0.00	
<b>Liquid Sub-Total</b>		<b>48,891.56</b>				<b>48,891.56</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Securities Sub-Total</b>		<b>\$142,163,891.56</b>				<b>\$137,928,202.39</b>	<b>(\$1,763,447.05)</b>	<b>(\$2,436,433.70)</b>	<b>2.46</b>	<b>4.73%</b>
<b>Accrued Interest</b>						<b>\$737,899.89</b>				
<b>Total Investments</b>						<b>\$138,666,102.28</b>				



**Managed Account Security Transactions & Interest**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
<b>BUY</b>										
06/26/24	06/27/24	US TREASURY N/B NOTES DTD 05/31/2024 4.500% 05/31/2029	91282CKT7	3,375,000.00	(3,399,653.32)	(11,203.89)	(3,410,857.21)			
06/27/24	06/28/24	US TREASURY N/B NOTES DTD 12/31/2023 3.750% 12/31/2028	91282CJR3	3,420,000.00	(3,339,710.16)	(63,420.33)	(3,403,130.49)			
06/27/24	06/28/24	US TREASURY NOTES DTD 06/30/2023 4.000% 06/30/2028	91282CHK0	3,400,000.00	(3,353,914.06)	(67,252.75)	(3,421,166.81)			
06/28/24	06/28/24	US TREASURY NOTES DTD 12/31/2022 3.875% 12/31/2027	91282CGC9	3,400,000.00	(3,337,710.94)	(65,151.10)	(3,402,862.04)			
06/28/24	06/28/24	US TREASURY N/B NOTES DTD 06/15/2024 4.625% 06/15/2027	91282CKV2	3,400,000.00	(3,411,953.13)	(5,585.38)	(3,417,538.51)			

**Transaction Type Sub-Total** **16,995,000.00** **(16,842,941.61)** **(212,613.45)** **(17,055,555.06)**

<b>INTEREST</b>										
06/01/24	06/01/24	AMAZON.COM INC CORP NOTE (CALLABLE) DTD 12/01/2022 4.550% 12/01/2027	023135CP9	1,000,000.00	0.00	22,750.00	22,750.00			
06/07/24	06/07/24	FEDERAL FARM CREDIT BANK NOTES (CALLABLE) DTD 12/07/2023 5.580% 12/07/2026	3133EPK38	1,650,000.00	0.00	46,035.00	46,035.00			
06/17/24	06/17/24	FANNIE MAE NOTES DTD 06/19/2020 0.500% 06/17/2025	3135G04Z3	1,200,000.00	0.00	3,000.00	3,000.00			
06/25/24	06/25/24	FEDERAL HOME LOAN BANK NOTES (CALLABLE) DTD 02/25/2021 0.850% 08/25/2027	3130ALAT1	2,000,000.00	0.00	1,416.67	1,416.67			
06/26/24	06/26/24	WALMART INC CORPORATE NOTES (CALLABLE) DTD 06/27/2018 3.700% 06/26/2028	931142EE9	1,175,000.00	0.00	21,737.50	21,737.50			
06/30/24	06/30/24	US TREASURY N/B NOTES DTD 12/31/2023 3.750% 12/31/2028	91282CJR3	6,820,000.00	0.00	127,875.00	127,875.00			
06/30/24	06/30/24	US TREASURY NOTES DTD 06/30/2021 0.875% 06/30/2026	91282CCJ8	970,000.00	0.00	4,243.75	4,243.75			
06/30/24	06/30/24	US TREASURY NOTES DTD 06/30/2023 4.000% 06/30/2028	91282CHK0	5,700,000.00	0.00	114,000.00	114,000.00			



**Managed Account Security Transactions & Interest**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)**

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
<b>INTEREST</b>										
06/30/24	06/30/24	US TREASURY NOTES DTD 12/31/2022 3.875% 12/31/2027	91282CGC9	5,725,000.00	0.00	110,921.88	110,921.88			
06/30/24	06/30/24	US TREASURY NOTES DTD 06/30/2022 3.250% 06/30/2027	91282CEW7	1,465,000.00	0.00	23,806.25	23,806.25			
06/30/24	06/30/24	US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	1,575,000.00	0.00	2,953.13	2,953.13			
<b>Transaction Type Sub-Total</b>				<b>29,280,000.00</b>	<b>0.00</b>	<b>478,739.18</b>	<b>478,739.18</b>			
<b>MATURITY</b>										
06/28/24	06/28/24	FREDDIE MAC NOTES (CALLED, OMD 9/28/28) DTD 09/28/2023 6.000% 06/28/2024	3134H1DS9	1,095,000.00	1,095,000.00	16,425.00	1,111,425.00	0.00	0.00	
06/28/24	06/28/24	FREDDIE MAC NOTES (CALLED, OMD 9/28/28) DTD 09/28/2023 6.000% 06/28/2024	3134H1DS9	770,000.00	770,000.00	11,550.00	781,550.00	842.19	0.00	
<b>Transaction Type Sub-Total</b>				<b>1,865,000.00</b>	<b>1,865,000.00</b>	<b>27,975.00</b>	<b>1,892,975.00</b>	<b>842.19</b>	<b>0.00</b>	
<b>Managed Account Sub-Total</b>					<b>(14,977,941.61)</b>	<b>294,100.73</b>	<b>(14,683,840.88)</b>	<b>842.19</b>	<b>0.00</b>	
<b>Total Security Transactions</b>					<b>(14,977,941.61)</b>	<b>\$294,100.73</b>	<b>(14,683,840.88)</b>	<b>\$842.19</b>	<b>\$0.00</b>	



**Account Statement**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00**

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
<b>CAMP Pool</b>					
<b>Opening Balance</b>					<b>121,886.50</b>
06/03/24	06/03/24	Purchase - Interest 023135CP9	1.00	22,750.00	144,636.50
06/07/24	06/07/24	Purchase - Interest 3133EPK38	1.00	46,035.00	190,671.50
06/17/24	06/17/24	Purchase - Interest 3135G04Z3	1.00	3,000.00	193,671.50
06/25/24	06/25/24	Purchase - Incoming Wires	1.00	5,000,000.00	5,193,671.50
06/25/24	06/25/24	Purchase - Interest 3130ALAT1	1.00	1,416.67	5,195,088.17
06/26/24	06/26/24	Purchase - Incoming Wires	1.00	5,000,000.00	10,195,088.17
06/26/24	06/26/24	Purchase - Interest 931142EE9	1.00	21,737.50	10,216,825.67
06/26/24	06/26/24	IP Fees May 2024	1.00	(8,916.26)	10,207,909.41
06/26/24	06/26/24	U.S. Bank Fees April 2024	1.00	(389.62)	10,207,519.79
06/27/24	06/27/24	Redemption - Interest 91282CKT7	1.00	(11,203.89)	10,196,315.90
06/27/24	06/27/24	Redemption - Principal 91282CKT7	1.00	(3,399,653.32)	6,796,662.58
06/28/24	06/28/24	Purchase - Incoming Wires	1.00	5,000,000.00	11,796,662.58
06/28/24	06/28/24	Purchase - Principal 3134H1DS9	1.00	781,550.00	12,578,212.58
06/28/24	06/28/24	Purchase - Principal 3134H1DS9	1.00	1,111,425.00	13,689,637.58
06/28/24	06/28/24	Redemption - Principal 91282CHK0	1.00	(3,353,914.06)	10,335,723.52
06/28/24	06/28/24	Redemption - Interest 91282CHK0	1.00	(67,252.75)	10,268,470.77
06/28/24	06/28/24	Redemption - Interest 91282CJR3	1.00	(63,420.33)	10,205,050.44
06/28/24	06/28/24	Redemption - Principal 91282CJR3	1.00	(3,339,710.16)	6,865,340.28
06/28/24	06/28/24	Redemption - Interest 91282CGC9	1.00	(65,151.10)	6,800,189.18
06/28/24	06/28/24	Redemption - Principal 91282CGC9	1.00	(3,337,710.94)	3,462,478.24
06/28/24	06/28/24	Redemption - Principal 91282CKV2	1.00	(3,411,953.13)	50,525.11



**Account Statement**

For the Month Ending **June 30, 2024**

**CITY OF EL CAJON - OPERATING FUNDS - 505-00**

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
<b>CAMP Pool</b>					
06/28/24	06/28/24	Redemption - Interest 91282CKV2	1.00	(5,585.38)	44,939.73
06/28/24	07/01/24	Accrual Income Div Reinvestment - Distributions	1.00	3,951.83	48,891.56
<b>Closing Balance</b>					<b>48,891.56</b>

	Month of June	Fiscal YTD January-June
<b>Opening Balance</b>	121,886.50	62,505.18
<b>Purchases</b>	16,991,866.00	37,752,091.60
<b>Redemptions (Excl. Checks)</b>	(17,064,860.94)	(37,765,705.22)
<b>Check Disbursements</b>	0.00	0.00
<b>Closing Balance</b>	<b>48,891.56</b>	<b>48,891.56</b>
<b>Cash Dividends and Income</b>	3,951.83	15,274.18

<b>Closing Balance</b>	48,891.56
<b>Average Monthly Balance</b>	887,478.37
<b>Monthly Distribution Yield</b>	5.43%





City Council  
Agenda Report

**DATE:** October 8, 2024  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Mara Romano, Purchasing Agent  
**SUBJECT:** Award of RFP No. 016-25 – Pavement Management System

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**RECOMMENDATION:**

That the City Council adopts the next Resolution, in order, to enter into an agreement with New Mexico Applied Research Associates, Inc. (NMARAI), in an amount not to exceed \$70,960 for a one-year term.

**BACKGROUND:**

On July 23, 2024, the City of El Cajon issued a Request for Proposals (RFP) for a Pavement Management System (PMS). The project obtains professional technical services to update the PMS, via the City's StreetSaver® Pavement Management Program, and incorporates the current pavement conditions to perform funding analyses at various levels. Additionally, the PMS provides a comprehensive inventory of the City's roadway assets; tracks conditions and inspections; creates resurfacing budgets and rankings; and houses Citywide condition assessments which will assist City staff with improved roadway system asset management and determine capital and maintenance resurfacing projects.

Two proposals were received before 5:00 p.m. on August 19, 2024, and were independently reviewed by a three-person evaluation committee. The committee based its assessment on the evaluation criteria specified in the RFP: approach; key personnel; experience and references; exceptions; and cost.

After thorough evaluation of the responses, the City conducted interviews with all firms and determined the proposal received from NMARAI best met the City's requirements. The attached memorandum details the evaluation process.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT:**

The proposed Pavement Management System agreement is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines section 15378 (b) (5) as it is an administrative activity of government that will not result in direct or indirect physical changes in the environment.

**FISCAL IMPACT:**

The fiscal impact of the award is \$70,960. Funds are available in Pavement Management System (213717PWCP) project budget.

Prepared By: Mara Romano, Purchasing Agent

Reviewed By: Yazmin Arellano, Director of Engineering Services

Approved By: Graham Mitchell, City Manager

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**Attachments**

Resolution

Memorandum - 016-25

RESOLUTION NO. \_\_\_\_-24

RESOLUTION AWARDING PROPOSAL FOR  
PAVEMENT MANAGEMENT SYSTEM  
(RFP No. 016-25)

WHEREAS, on July 23, 2024, the City of El Cajon (the "City") issued Request for Proposals No. 016-25 (the "RFP") for a Pavement Management System (the "PMS"), to obtain professional technical services to update the PMS, via the City's StreetSaver® Pavement Management Program, and incorporate the current pavement conditions to perform funding analyses at various levels (the "Project"); and

WHEREAS, the PMS provides a comprehensive inventory of the City's roadway assets; tracks conditions and inspections; creates resurfacing budgets and rankings; and houses Citywide condition assessments; which assists City staff in improved roadway system asset management and determination of capital and maintenance resurfacing projects; and

WHEREAS, two proposals were received prior to the 5:00 p.m. deadline on August 19, 2024, and were independently reviewed by a three-person evaluation committee that based its assessment on the evaluation criteria specified in the RFP, including approach; key personnel; experience and references; exceptions; and cost; and

WHEREAS, after thorough evaluation of the responses, the City conducted interviews with both firms, and determined the proposal received from New Mexico Applied Research Associates, Inc. ("NMARAI") best met the City's requirements; and

WHEREAS, the fiscal impact of the Project is \$70,960 for a one-year term, and funds are available in Pavement Management System (213717PWCP) project budget; and

WHEREAS, the proposed Project is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines section 15378 (b) (5), as it is an administrative activity of government that will not result in direct or indirect physical changes in the environment; and

WHEREAS, the City Council believes it to be in the best interest of the City to award the RFP to NMARAI, as recommended by staff, and in an amount not to exceed \$70,960 for a one-year term.

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

1. The foregoing recitals are true and correct and are the findings of the City Council.
2. The City Council hereby determines that these actions are exempt from CEQA Guidelines section 15378 (b) (5) as it is an administrative activity of government that will not result in direct or indirect physical changes in the environment.

3. The City Council hereby awards RFP No. 016-25 to New Mexico Applied Research Associates, Inc., in an amount not to exceed \$70,960 for a one-year term, and rejects all other proposals.

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 or amendments 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.

10/08/24 CC Agenda

Reso – RFP 016-25 – Pavement Management System - Award (NMARAI) 100124

# CITY OF EL CAJON



## MEMORANDUM

DATE: September 25, 2024  
TO: Mara Romano, Purchasing Agent  
FROM: Mario Sanchez, Deputy Director of Engineering Services/City Engineer *MAS*  
SUBJECT: **RECOMMENDATION TO AWARD**  
**RFP No. 016-25 – Pavement Management System**

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The City of El Cajon received two proposals 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. 016-25. The proposal evaluation form is based on a weighted scale with criteria including: 1) Description of Approach, 2) Key Personnel, 3) Project Experiences and References, 4) Exceptions to RFP and City's Agreement, and 5) Cost Proposal with a possible weighted average score of 100 points.

The weighted scores for Pavement Management System (RFP No. 016-25) after initial evaluations resulted in the following ranking:

Vendor	Total Weighted Average Score
Applied Research Associates	92.17
Nichols Consulting Engineers	91.00

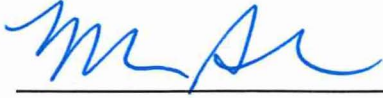
The top two firms were shortlisted and invited for interviews with the selection committee. After interviews, the selection committee concluded the following final ranking:

Vendor	Ranking
Applied Research Associates	1
Nichols Consulting Engineers	2

Recommendation:

After reviewing proposals, interviews, and cost proposals, the selection committee recommends that the City of El Cajon enter into a contract with Applied Research Associates in the amount of \$70,960.00.

Submitted and Authorized by:



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Mario Sanchez, Deputy Director of Engineering Services/City Engineer



## City Council Agenda Report

**Agenda Item 10.**

**DATE:** October 8, 2024  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Marisol Thorn, Director of Human Resources  
**SUBJECT:** Classification Updates for Parks Ranger Supervisor and Senior Public Works Maintenance Worker

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### RECOMMENDATION:

That the City Council approves and authorizes the classification updates for Parks Ranger Supervisor and Senior Public Works Maintenance Worker.

### BACKGROUND:

As part of the ongoing classification maintenance review, Human Resources and City departments collaboratively identify classifications that require modifications in order to better align duties and/or position requirements within the needs and expectations of City services.

**Parks Ranger Supervisor:** City Council previously approved the reclassification of Police Services Officer II to Parks Ranger Supervisor, but the classification specification and salary were on hold for further review. After consultation with the newly appointed Director of Parks and Recreation, the proposed classification specification and salary are now ready for consideration, as attached.

**Senior Public Works Maintenance Worker:** The current Senior Public Works Maintenance Worker classification specification does not require a California Class A driver's license as currently written. Historically filled by internal promotions, the need to recruit externally has arisen, necessitating candidates with a California Class A driver's license or the ability to obtain one within 12 months. The proposed modification to the classification will accomplish this need. Additionally, with the split of Parks from Public Works Operations, the City is proposing to retitle the classification to Senior Maintenance Worker in order to include both user departments.

The classification updates and salary setting have been reviewed by the Municipal Employees' Association (MEA) board, which is the representative bargaining group for employees who fall within the aforementioned classifications; MEA concurs with the updates.

### CALIFORNIA ENVIRONMENTAL QUALITY ACT:

City Council approval and authorization of the proposed updates to the identified job classifications is exempt from the California Environmental Quality Act ("CEQA") in accordance with section 15378(b)(2) of the State CEQA Guidelines because it is a personnel-related action and is therefore not a project.

**FISCAL IMPACT:**

There is no fiscal impact as the cost has already been approved as part of the Fiscal Year 2024-25 Annual Budget.

Prepared By: Marisol Thorn, Director of Human Resources

Reviewed By:

Approved By: Graham Mitchell, City Manager

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**Attachments**

SPR

SMW



# Parks Ranger Supervisor

## Class Title

Park Ranger Supervisor

## Class Code

XXXX

## Salary

\$71,260.80-\$86,611.20 Annually

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## Position Description

**Function:** Under administrative direction, monitor and maintain City parks, trails, and facilities to ensure a safe, clean, and orderly environment for park users. This role includes coordinating and promoting City park programs, overseeing park rules enforcement, managing conflict resolution, and performing related duties as required. The position entails full, first-line supervisory responsibilities, including planning, assigning, and evaluating the work of subordinates.

**Class Characteristics:** Responsible for the daily operations and supervision of part-time staff within the City's Parks and Recreation Department. Ensure parks are safe, well maintained, and compliant with municipal codes. Work closely with the Police Department's Quality of Life Task Force, focusing on interactions with the unhoused population. Responsibilities include opening and closing parks and restrooms, performing maintenance tasks, and issuing citations when necessary.

Manage the daily operations of City parks, utilizing part time staff as needed to ensure coverage seven days a week. Lead and promote park-related programs, such as a City Adopt-A-Park initiative or other volunteer programs, by developing publicity materials and maintaining website content. Act as a liaison with community organizations, interest groups, and individuals to enhance park engagement and usage.

Recruit, train, and manage part-time staff and volunteers, assess training needs, develop and implement training programs, and maintain schedules, employee records, and related data. Evaluate employee performance, address deficiencies, implement disciplinary procedures, and coordinate staff training to ensure compliance with established policies and safety procedures.

Assist in managing field allocations with the Recreation Council youth sports leagues. Establish methods for patrolling and enforcing City rules and policies within assigned parks. Conduct safety meetings, evaluate operational activities, and recommend improvements.

Oversee budget preparation, manage requisitions, orders, and inventory. Address visitor safety and park resource protection by enforcing municipal codes and park rules, issuing citations as necessary, and collaborating with the Police Department. Maintain City signage related to park regulations, respond to public inquiries, investigate and resolve complaints, and assist in coordination of special events.

Operate City vehicles, maintain work-related records, prepare reports and correspondence, and foster positive working relationships with colleagues, City employees, and the public by applying principles of good customer service. Perform related duties as assigned.

**Representative Duties:**

- Plan, implement, and supervise programs in City parks to meet the community's needs.
- Ensure safety and adherence to park rules in City parks.
- Develop and evaluate programs, classes, activities, and special events.
- Schedule, supervise, train, and evaluate assigned personnel.
- Recruit, interview, and recommend the selection of personnel.
- Develop marketing and publicity materials.
- Provide information and assistance to community groups and the public.
- Serve as liaison with schools and community groups.
- Schedule and supervise the use of parks and city facilities.
- Investigate and resolve complaints.
- Prepare reports, proposals, studies, and correspondence.
- Oversee the collection and accounting for monies.
- Assist in budget preparation and monitoring.
- Maintain inventory of equipment and supplies.
- Make recommendations for facility and park repairs and improvements.
- Conduct performance evaluations and provide guidance to staff.
- Responsible for the opening and closing of parks, restrooms, and other facilities.
- Perform light maintenance tasks and monitor/report maintenance issues or safety hazards.
- Educate park visitors about park rules and safety guidelines.
- Collaborate with the Police Department on the Quality of Life Task Force
- Engage with the unhoused population in the parks, offering resources and assistance.
- Conduct regular patrols to ensure visitor safety and security.
- Respond to emergencies and incidents within the parks.
- Work with local law enforcement to address criminal activity or disturbances.
- Maintain accurate records of daily activities, incidents, citations, and maintenance tasks.
- Prepare reports and provide updates to the Parks and Recreation Manager.
- Assist in developing and implementing park safety protocols.
- Ensure compliance with municipal codes, park regulations, and issue citations for violations as necessary.

**Contacts and Relationships:** Employees interact with various individuals representing public and private agencies and businesses. They serve as the primary City contact in the parks and act as spokespersons for the department's policies, plans, and objectives, often handling sensitive matters with discretion and good judgment.

**Accountability:** Employees are responsible for the efficiency of departmental personnel and the quality of services provided. They handle major operational challenges and are expected to contribute innovative ideas for service improvements. In the absence of the Parks & Recreation Manager, they may serve in that capacity.

## **Working Conditions and Physical Demands**

**Working Conditions:** The role requires a flexible schedule, including evenings, weekends, and holidays, and involves working in all weather conditions. Work is primarily performed outdoors, with some indoor office work required for administrative tasks. The noise level is usually quiet to moderate.

**Physical Condition:** The employee must possess the physical, mental, and emotional ability to perform essential duties without hazard to self or others. This includes standing, walking, using hands, sitting, climbing, balancing, stooping, kneeling, crouching, crawling, talking, hearing, and smelling. The role requires hand-eye coordination for operating computers and office equipment, physical stamina, manual dexterity, occasional lifting of up to 50 pounds, and assisting in lifting over 100 pounds. Vision requirements include close, distance, color, peripheral vision, depth perception, and the ability to adjust focus.

## **Qualification Guidelines**

**Minimum Qualifications:** Any combination of training, education, and experience equivalent to an Associate's Degree from an accredited university. A Bachelor's degree is highly desirable. At least 3 years of experience as a Park Ranger or in a related field, with at least 1 year of supervisory or lead experience.

**License or Certification:** Valid California driver's license. Possession of a PC 832 Certificate within six months of employment. Certifications in CPR and First Aid within three months of employment.

## **Abilities/Skills/Knowledge:**

- Methods, techniques, materials, and equipment used in park maintenance and patrolling.
- Principles and practices of supervision, training, and performance evaluation.
- Relevant Federal, State, and local laws, codes, and regulations.
- English usage, spelling, grammar, and punctuation.
- Computer equipment and software related to the assignment.
- Conflict resolution practices.
- Ability to interpret and explain City and department policies and procedures.
- Plan, assign, direct, and supervise subordinates and volunteers.
- Train, motivate, and evaluate staff and volunteers.
- Influence others to support programs, ideas, or causes.
- Maintain work-related records and prepare reports.
- Operate City vehicles legally and defensively.
- Make sound judgments within established guidelines.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with diverse groups.
- Demonstrate tact, diplomacy, and organizational and political awareness.

**CITY OF EL CAJON**  
**SENIOR ~~PUBLIC WORKS~~ MAINTENANCE WORKER**

**CLASSIFICATION DESCRIPTION**

**Function:** Under general supervision, leads and participates in the work of a small crew engaged in the maintenance of park grounds, parkways, landscaped medians, recreational facilities and other landscaped areas, performs skilled and semi-skilled gardening; performs related work as required.

**Class Characteristics:** Employees in this class are assigned to horticulture and recreational or park facilities maintenance duties in a particular area of the City.

Employees in this class are distinguished from ~~Public Works Maintenance Workers~~ workers in that they lead, train and assist maintenance personnel in a variety of duties; ensure that needed materials are on hand and that proper safety precautions are taken; maintain simple records of time, materials and work accomplished and may lead the work of a field crew as assigned.

**Representative Duties:**

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

- Participates in the planting, renovating, pruning, mowing, fertilizing, watering and other maintenance of assigned landscaped areas;
- Operates trucks, tractors, renovators, mowers, trenchers, rototillers, top dressers and other landscape industry equipment;
- Mixes and sprays liquid pesticides; applies granular pesticides, soil conditioners and wetting agents;
- May be assigned to the spray crew;
- Participates in the preventive maintenance and emergency repair of recreational facilities including carpentry, painting and masonry work;
- Participates in monitoring and repairing park irrigation systems; prepares irrigation controller schedules for water conservation
- Builds and repairs fences, masonry walls and caps, pavers, bleachers, benches and backstops and maintains playground equipment.

**Contacts and Relationships:** Contacts are primarily with co-workers and supervisors and involve the exchange of information related to jobs in progress. There are occasional public contacts when the employee responds to questions or complaints regarding facilities. Frequent public contacts when assigned tree and sidewalk clearance issues and parkway tree planting.

**Accountability:** The employee is responsible for following general directions and for overseeing the work of others. Work performance should reflect a thorough knowledge and application of skills, safety procedures and techniques common to the maintenance of park grounds, landscaped medians, parkways, recreational facilities and other landscaped areas.

**Working Conditions:** Employees in this class work primarily out-of-doors. There is considerable physical activity involved; may be exposed to the hazards of pesticides associated with spraying. Weekends and holidays may be included in the normal work week in lieu of some weekdays.

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee may work in high places and is frequently exposed to wet and/or humid conditions, fumes or airborne particles or caustic chemicals, and vibration. The employee may occasionally work with electrical circuitry.-

The noise level in the work environment is often loud.

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

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk and hear.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

## **QUALIFICATIONS GUIDELINES**

**Experience:** At least three years experience in the care and maintenance of landscaped areas and in spraying pesticides.

**Education:** Equivalent to graduation from high school supplemented by additional training in the care and maintenance of landscaped areas.

**Special Requirements:** A valid California Class C driver's license with a safe driving record, which must be maintained throughout employment in this class, is required at the time of appointment. As a condition of passing probation, a valid California Class A driver's license with a safe driving record and a California Qualified Applicator's Certificate with categories B – Landscape Maintenance and C – Right of Way is required within 12 months of employment.

Employees in this position who possess a California Class A driver's license are subject to the mandatory drug and alcohol testing as required by the Department of Transportation. Applicants selected will be given a conditional offer of employment pending the outcome of a post-offer physical and drug screen. Additionally, applicants will be required to provide written authorization allowing the City to contact previous employers to determine if the applicant has previously tested positive for drugs or alcohol, or refused to submit for testing.

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

~~While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk and hear.~~

~~The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.~~

### **Abilities/Skills/Knowledge:**

*The following generally describes the abilities, skills and knowledge required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

- Knowledge of the methods, tools, materials and equipment used in landscape maintenance;
- Knowledge of planting, cultivating, fertilizing, watering and care of turf, plant materials and trees;
- Knowledge of soil preparation for planting;
- Knowledge of common plant diseases and pests of the area and the means to control;
- Ability to safely operate power mowers and other equipment;
- Considerable knowledge of irrigation systems including drip and low volume systems;

CITY OF EL CAJON

Senior ~~Public Works~~ Maintenance Worker

- Knowledge and ability to program a variety of irrigation controllers using catalog application rates and weather data to meet water budgets and conservation guidelines imposed by City, State and water agencies;
- Ability to calculate application rates of fertilizer, pesticides and soil conditioners utilizing product labels, operating pressures, travel speed, catalogs and common field math;
- Knowledge of routine carpentry, painting; plumbing and masonry work;
- Ability to lead and train a small crew;
- Ability to maintain simple records;
- Ability to follow and provide oral and written instructions and maintain effective working relationships with other City employees and the public.

~~**Special Requirements:** A valid California Class C driver's license with a safe driving record, which must be maintained throughout employment in this class, is required at the time of appointment. A California Qualified Applicator's Certificate with categories B—Landscape Maintenance and C—Right of Way is required within 12 months of employment, as a condition of passing probation.~~

Established:

Revised: 9/1991; 11/2001; 02/2010; 08/2013

Reviewed by City Manager: 04/06/2010

Approved by Personnel Commission: 03/04/2010; 08/28/2013

Approved by City Council: 04/13/2010; 09/10/2013

**\*\*Formerly the Senior Park Maintenance Worker classification\*\***



City Council  
Agenda Report

Agenda Item 11.

**DATE:** October 8, 2024  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Adam Tronerud, Director of Parks & Recreation  
**SUBJECT:** Stoney's Neighborhood Park Fitness Equipment and Playground Resurfacing - Project Acceptance

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**RECOMMENDATION:**

That the City Council:

1. Accepts the Stoney's Neighborhood Park Fitness Equipment, Job No. STONEY PARK 233797PRCP;
2. Accepts the Stoney's Neighborhood Park Playground Resurfacing, Job No. STONEY PARK 233789PWCP; and
3. Authorizes the City Clerk to record a Notice of Completion and release the bonds in accordance with the contract terms.

**BACKGROUND:**

On September 12, 2023, the City Council awarded a contract for the Stoney's Neighborhood Park Fitness Equipment and Playground Resurfacing project to Western State Builders, Inc. for \$269,471.96. An additional change order was made in the amount of \$29,500.58. The project included the purchase and installation of outdoor fitness equipment and rubber tile surfacing. The project was partially funded by a CDBG funds (C1124).

**CALIFORNIA ENVIRONMENTAL QUALITY ACT:**

This project is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines section 15301 for the installation of new fitness equipment at an existing park. The replacement of the existing safety surface is also exempt pursuant to State CEQA Guidelines section 15302, which provides for replacement or reconstruction of existing structures and facilities. Furthermore, because federal funds are used for the fitness equipment, the project is categorically excluded from the National Environmental Protect Act (NEPA) subject to section 58.5 of Code of Federal Regulations 58.35(a).

**FISCAL IMPACT:**

The fiscal impact of Job No. STONEY PARK 233797PRCP and Job No. STONEY PARK 233789PWCP is a total cost of \$304,734.54, which includes contract and staff time.

Prepared By: Julie Alon, Deputy Director of Parks and Recreation

Reviewed By: Adam Tronerud, Director of Parks & Recreation

Approved By: Graham Mitchell, City Manager





## City Council Agenda Report

**Agenda Item 12.**

**DATE:** October 8, 2024  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Dave Richards, Director of Public Works - Operations  
**SUBJECT:** Memorandum of Understanding with MTS for Bus Shelter and Bus Bench Advertising, Installation, and Maintenance

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### RECOMMENDATION:

That the City Council adopts the next Resolution, in order, to authorize the City Manager to execute a Memorandum of Understanding (MOU) with the San Diego Metropolitan Transit System (MTS) Regarding Bus Shelter and Bus Bench Advertising, Installation and Maintenance, substantially in the form as presented at this meeting, with any such changes and refinements as may be necessary and approved by the City Manager.

### BACKGROUND:

The City of El Cajon owns and maintains 162 bus stops throughout the City. Each bus stop location has a blend of City-owned furniture, including bus shelters, benches, and trash receptacles. MTS has a Bus Shelter and Bench Advertising, Installation, and Maintenance Program that stands to reduce the City's ongoing maintenance responsibilities and increase the frequency of cleaning at locations that are transitioned to MTS through the program.

The MTS program would evaluate City-maintained bus stops for locations with marketing value. Once locations viable for the program are determined, MTS would seek the City's approval. If approved, City staff would need to remove the City-owned bus shelter, bench, and/or trash receptacle. MTS would subsequently install its own bus shelter or bench and trash receptacle and would assume maintenance responsibility for the location going forward.

Currently, the City cleans bus stops on an as-needed basis as requests for service are received. In addition, the City has a contract with St. Madeleine Sophie's Center to empty bus stop trash cans two times per week at an annual cost of \$75,000. On average, the City spends about 15 hours a week responding to requests to clean bus stops.

Locations transitioned into the MTS program would be cleaned and maintained by MTS. Shelter locations in the program would receive cleaning twice a week, and up to 3-4 times a week, as needed. Benches transitioned into the MTS Advertising and Maintenance program would receive at least monthly cleaning. In addition, MTS-maintained locations would be pressure washed on a monthly basis, or more, as needed.

The City is eligible to receive approximately \$140,000 in Transportation Act (TDA) funds annually from MTS for bus stop maintenance. Last year, the City received reimbursement, in the amount of \$75,000, for trash service and for staff time associated with maintaining bus stops. Going forward, the City plans to also add pressure washing services for bus stops.

Currently, the City is one of only three cities in San Diego County that does not participate in the MTS program; the other two cities are Poway and Coronado. This report lists the benefits and drawbacks of approving the memorandum of understanding (MOU) (Exhibit A) with MTS, elaborates further on details of the agreement, and concludes with potential next steps should the City Council approve the proposed MOU.

The City currently has (162) bus stops located throughout the City. City staff, in collaboration with MTS, have evaluated the bus stops to determine which stops are suitable:

Shelter Status	Quantity
Can currently accommodate shelter	48
Needs review/improvement	55
Improvement(s) not feasible	50
Discontinued stop	9
Total	162

The City contracts for maintenance of City-owned bus shelters/stops. Trash receptacles are emptied twice per week at a cost of \$6,250 per month (\$75,000 annually) under a contract with St. Madeleine Sophie’s Center. Additionally, City staff spends approximately (15) labor hours per week, for a 2-person team, to maintain bus shelters/stops within the City.

If the MOU with MTS is approved, City maintenance costs would be reduced over time as MTS assumes ownership and maintenance of bus shelters and benches in the City. MTS will be the responding party to all calls for service for maintenance and repair of its maintained stops. This is the major benefit that the MOU would offer to the City.

A summary of several benefits and drawbacks of partnering with MTS through this MOU is detailed in the table below:

Benefits	Drawbacks
Transfers ownership of bus shelters and bus benches to MTS.	Advertisements may clutter the appearance.
Relieves the City from maintaining the shelters and benches.	May receive complaints about advertisements.
Adds new modern shelters and benches.	
Allows for the City to repurpose its TDA funds to improve the City streets near bus stops.	
Reduces the City’s liability by transferring ownership to MTS.	

MTS Board Policy No. 21 (Exhibit B) outlines information about MTS' advertising protocol. Section 21.2 states, "The subject matter for all advertising materials displayed on MTS property shall be limited to Commercial Speech." The MTS policy further identifies types of advertisement that are prohibited, such as:

- Personal attacks on an individual or group,
- Political or electoral advertisements,
- Portrayal of violence,
- Nudity, erotic or obscene advertisements,
- Tobacco or firearms advertisements, and
- Profanity.

**Removal and Replacement of the Existing Furniture:** Of the City's 162 bus stops, 51 have existing bus shelters. Of the 51 sites, 27 may be suitable for the MTS program, 10 would require site modification, and 14 shelter locations are not suitable for the program. There are 21 bus stops without shelters that are suitable for immediate transition. In addition, the City has 107 bus benches that may be considered for the program.

**MTS Graffiti Response Time:** All forms of graffiti will be cleaned by MTS' contractor, including etching. The MTS contractor is required to respond within 24 hours of notice.

The MOU outlines several other terms that are detailed below:

**Term:** 10 years with exclusive rights assigned to MTS.

**Advertising:** Transit shelters and bus benches with advertising shall be permitted only in commercial, industrial or multifamily housing areas in the City unless otherwise authorized by the City Manager. Per Board Policy No. 21 digital advertisements are authorized. Although MTS intends this MOU to limit any City advertising to noncommercial messages, discussion of this limitation is ongoing.

**Maintenance:** MTS will provide all ongoing maintenance for every transit shelter or bench which was installed by MTS. Shelters and benches shall be repaired or replaced within 48 hours of notification to MTS.

**Termination of MOU:** The City may terminate this MOU if MTS or its contractor materially breaches the terms or conditions with no payment to MTS or its contractor. If the City terminates without cause, with 365-day notice, the City shall pay MTS the current value for every transit shelter or bus bench installed. MTS may terminate this MOU without cause, with 365-day notice, and negotiate with the City to take possession and ownership of the shelters and bus benches or remove each and restore the sidewalk to a safe and usable condition.

Staff recommends that the City Council approve the MOU with MTS for Bus Shelter and Bus Bench Advertising, Installation, and Maintenance. The City stands to benefit by reducing the number of bus stops it maintains while increasing the cleaning frequency of bus stop locations that MTS assumes as part of the program.

## CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The proposed Memorandum of Understanding with the San Diego Metropolitan Transit System for the installation and maintenance of bus stops and shelter installation throughout the City of El Cajon is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines sections 15301, 15302, and 15303. These exemptions include the minor alteration of existing public facilities involving negligible or no expansion of use, the replacement of existing facilities, and the installation of new facilities.

## FISCAL IMPACT:

If approved, the MOU with MTS would not reduce or increase the City's access to the approximately \$140,000 in TDA funds. It is anticipated that over time, as more bus stops are transitioned to MTS, there may be a decrease in the use of TDA funds, although it is more likely that these freed up funds will be utilized to increase cleaning services at the City's remaining bus stops. There are no ongoing costs associated with approving this MOU. Advertising revenue generated by MTS through the program will be used by MTS to pay for new bus shelter equipment and maintenance costs.

Prepared By: Joshua Pederson, Management Assistant

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

Approved By: Graham Mitchell, City Manager

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## Attachments

Resolution

MTS MOU for Bus Shelter & Bus Bench draft

Bus Stop Furniture Inventory

Bus Stop Map

MTS Board Policy 21

RESOLUTION NO. \_\_\_\_-24

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CAJON  
APPROVING A MEMORANDUM OF UNDERSTANDING (MOU)  
BETWEEN THE CITY OF EL CAJON AND THE  
SAN DIEGO METROPOLITAN TRANSIT SYSTEM  
REGARDING BUS SHELTER AND BUS BENCH  
ADVERTISING, INSTALLATION AND MAINTENANCE

WHEREAS, the City of El Cajon (the "City") owns and maintains 162 bus stops throughout the City, each containing a combination of City-owned furniture including shelters, benches, and trash receptacles; and

WHEREAS, the San Diego Metropolitan Transit System (the "MTS") offers a Bus Shelter and Bench Advertising, Installation and Maintenance Program (the "Program"), and entering into a Memorandum of Understanding between the City of El Cajon and the San Diego Metropolitan Transit System regarding Bus Shelter and Bus Bench Advertising, Installation and Maintenance (the "MOU") for a term of ten years would reduce the City's ongoing maintenance responsibilities and increase the frequency of cleaning at locations transitioned to MTS through the Program; and

WHEREAS, the Program would evaluate City-maintained bus stops for locations with marketing value, and if determined viable for the Program, MTS would seek the City's approval for transfer of the eligible bus stops requiring the removal of selected City-owned bus shelters, benches, and/or trash receptacles, and MTS would then install its own bus shelters, benches, and/or trash receptacles, and would assume all future maintenance responsibility for each selected location; and

WHEREAS, City staff currently cleans bus stops on an as-needed basis as requests for service are received, approximately eight hours per week for a two-person team; and in addition, contracts with St. Madeline Sophie's Center at an annual cost of \$75,000 to empty bus stop trash receptacles twice per week; and

WHEREAS, bus shelters, benches, and trash receptacles at locations transitioned into the Program would be maintained by MTS and cleaned on a regular basis, and graffiti and etching removal will occur promptly upon notification to MTS, all at the expense of MTS; and

WHEREAS, transit shelters and bus benches with advertising shall be permitted only in commercial, industrial or multifamily housing areas in the City unless otherwise authorized by the City Manager, and advertising shall be in accordance with MTS Board Policies and Procedures No. 21, which allows digital advertisements and prohibits (1) personal attacks on an individual or group; (2) political or electoral advertisements; (3) portrayal of violence; (4) nudity, erotic or obscene advertisements; (5) tobacco or firearms advertisements; and (6) profanity; and

WHEREAS, City staff recommends that the City enter into the proposed MOU for a term of ten years, to transfer eligible bus stop locations to MTS in order to reduce the

number of bus stops it maintains while increasing the cleaning frequency of bus stop locations that MTS assumes as part of the program; and

WHEREAS, the proposed MOU is exempt from the California Environmental Quality Act ("CEQA") subject to CEQA Guidelines sections 15301, 15302 and 15303 as it includes the minor alteration of existing public facilities involving negligible or no expansion of use, the replacement of existing facilities, and the installation of new facilities.

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 the MOU between the City of El Cajon and the San Diego Metropolitan Transit System Regarding Bus Stop and Bus Shelter Advertising, Installation and Maintenance is exempt from CEQA pursuant to CEQA Guidelines sections 15301, 15302 and 15303 as it includes the minor alteration of existing public facilities involving negligible or no expansion of use, the replacement of existing facilities, and the installation of new facilities.

3. The City Council hereby approves the MOU, substantially in the form as presented at this meeting, with any such changes and refinements as may be necessary and approved by the City Manager.

4. The City Council hereby authorizes the City Manager to execute any and all necessary documents to transfer ownership and maintenance of eligible bus stops from the City to San Diego Metropolitan Transit System, with such changes that he determines are necessary.

5. The City Manager, or such person as is designated by the City Manager, is hereby authorized and directed to execute any subsequent amendments to the MOU, or other documents necessary, as may be approved by the City Manager, on behalf of the City of El Cajon.

MEMORANDUM OF UNDERSTANDING (MOU)  
BETWEEN THE CITY OF EL CAJON  
AND THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM  
REGARDING BUS SHELTER AND BUS BENCH ADVERTISING,  
INSTALLATION AND MAINTENANCE

This MOU, dated \_\_\_\_\_, 2024, is entered into by and between the CITY OF EL CAJON (CITY), a California charter city and municipal corporation, and the SAN DIEGO METROPOLITAN TRANSIT SYSTEM (MTS), a public entity (also known as San Diego Metropolitan Transit Development Board or MTDB).

**RECITALS**

- A. MTS is the statutorily designated public transit provider for the portion of San Diego County that includes the CITY, as set forth in Public Utilities Code section 120000, *et seq.*;
- B. MTS and CITY are authorized by Public Utilities Code section 120268 to enter into cooperative agreements to establish uniform policies and procedures governing the use of bus passenger loading zones and establishing responsibility and standards for the maintenance of bus loading zones and any associated improvements;
- C. MTS has recently purchased new transit shelters with solar lighting and receptacles for trash and recycling;
- D. MTS has recently purchased new bus benches that will improve the streetscape of the CITY;
- E. MTS has a third-party contract for installation, maintenance and advertising at transit shelters throughout MTS's jurisdiction, including within CITY;
- F. MTS has a third-party contract for the maintenance and advertising at transit benches throughout MTS's jurisdiction, including within CITY;
- G. The revenue generated from the MTS advertising contracts is intended to fund the purchase of the new transit shelters and benches, as well as to fund continued transit services within MTS's jurisdiction, including the CITY; and
- H. MTS and CITY desire to enter into a new MOU to formally acknowledge their cooperative understanding regarding bus stop improvements within the CITY.

**TERMS**

NOW, THEREFORE, the CITY shall grant to MTS for the period of not more than 10 years, a license for the authority to install, or cause to be installed, transit shelters and benches at specified locations within the public-right-of-way of the CITY (as detailed in the license), provided the following conditions are complied with by MTS:

1. Location Criteria for Transit Shelters and Transit Bus Benches

- a. Transit shelters and bus benches *with advertising* (each, an “Advertising Facility”) shall be permitted only in commercial, industrial or multifamily housing areas in CITY unless otherwise authorized by the City Manager.
- b. Transit shelters and bus benches *without advertising* (each, a “Non-Advertising Facility”) and together with the Advertising Facilities, the “Transit Facilities”) shall be permitted in all areas where a MTS bus stop is located, so long as CITY has not exercised its authority under this MOU to reject a Non-Advertising Facility location or to request the removal of an existing transit shelter or bus bench.
- c. As Transit Facilities maintenance contracts depend on advertising revenue to be sustainable, CITY shall allow a ratio of at least 4-to-1 Advertising to Non-Advertising Facilities.
- d. CITY, through the City Manager, shall have final authority to approve or deny the installation of any Transit Facility notwithstanding the fact that any proposed installation otherwise complies with the terms of this MOU; provided, however, that MTS shall not be required by CITY to install a Transit Facility at any specific location. The CITY can, however, request specific locations to be reviewed for potential furniture installation.
- e. MTS shall provide a list of existing locations of all Transit Facilities to the CITY and notify the CITY whenever changes are made in the CITY. All new installations shall conform to the terms of this MOU.
- f. The CITY shall have the authority to cause a Transit Facility to be removed or relocated from any location at no cost to the CITY, upon making written demand to MTS for such removal.
- g. Except as otherwise provided in this MOU, there shall be no other criteria used for the placement of Advertising Facilities.

2. Advertising Policy and Permissible Signage

- a. Transit Facility advertising is typically limited to two advertising panels that do not exceed four feet in width and six feet in height. Other permissible advertising includes digital ad panels and “wrap” materials that are applied to the shelter structure.
- b. All advertising shall comply with MTS Policy No. 21 titled “MTS REVENUE-GENERATING DISPLAY ADVERTISING, CONCESSIONS, AND MERCHANDISE,” attached as Exhibit A, which may be revised from time-to-time by the MTS Board of Directors.
- c. The CITY may request that MTS exercise its right to remove any advertisement, commercial, or noncommercial that does not conform to MTS Policy No. 21 as exists on the date of this MOU, or such later version if approved by the CITY. Such demand shall



be in writing and state reasonable grounds for the demand. MTS shall consider and act upon the demand in accordance with the policy and legal requirements.

3. Maintenance

a. MTS, through its Contractors, shall be responsible for providing ongoing maintenance for every Transit Facility that it caused to be installed and currently exists in the public right-of-way.

b. Transit Facilities shall be maintained in a state of good repair throughout the life of this MOU, and such services shall include, but not be limited to, refurbishing, reconditioning, and replacing worn or damaged Transit Facilities if necessary.

c. Routine inspections and trash removal shall be performed. At locations where MTS has elected to install trash and/or recycling receptacles, MTS will empty the receptacles.

d. Transit Facilities shall be repaired or replaced within 48 hours of notification to MTS of any damage, vandalism, or graffiti found on any Transit Facility.

4. Notices. MTS shall use its best efforts to notify the underlying property owners, as indicated on the most recent tax assessor's rolls, and building occupants, that a Transit Facility with or without advertising is proposed to be installed within 100 feet of their property in the public right-of-way not less than 60 days prior to any construction or installation. Such notice will not be required if a Transit Facility currently exists and is simply being replaced by a new shelter or bus bench unless it is significantly modified (e.g., obstructs the occupant's vision to a greater degree, or obstructs existing on-site signage or addresses).

5. Permits. All contractors hired by MTS will be required to comply with all rules, regulations, and laws of the CITY and any applicable state or federal laws. All traffic control shall be per the San Diego Regional Standard Drawings and the California Manual on Uniform Traffic Control Devices, Latest Edition.

6. Electrification. All contractors hired by MTS will secure all electrical permits necessary for the installation of new shelters. Solar-powered shelters shall not require any permit, MTS's contractor shall assume all costs associated with lighting and powering transit shelters. MTS shall not abandon electrical wiring that exists in the Transit Facility, but will remove the wiring when it no longer provides digital advertising or no longer has a reason to provide power to the Transit Facility.

7. CITY and Private Furniture

a. Notwithstanding that the CITY has granted to MTS a license for the exclusive authority to install bus benches and transit shelters within the public right-of-way at agreed upon locations in the CITY, MTS agrees to allow the CITY to authorize others to place transit shelters, benches and appurtenances in the public right-of-way conditioned upon those shelters, benches, and appurtenances being placed in such locations as the CITY

and MTS may agree to from time to time. The approval of MTS shall not be unreasonably withheld.

i. Process. Private entities authorized to install transit shelters, benches, and appurtenances (“Private Facilities”) pursuant to this Section 7 will be required to provide the design, construction, and maintenance for the shelters and/or benches. Installation will be permitted through a CITY encroachment permit process. The location of the shelters and/or benches shall conform to the MTS Design Standard Guidelines. MTS will provide the plan review for comment, but will not be responsible or liable for design, construction, or maintenance of the transit shelters or benches that are not installed as part of its existing Transit Facility contract.

ii. Indemnity. The CITY agrees that it will require that any private entity granted an encroachment permit, agreement, or license to install Private Facilities as described in this Section 7 to covenant and agree to defend, indemnify, and hold harmless MTS and any and all of MTS’s officers, agents, employees, assigns, and successors in interest from and against all suits and causes of action, claims, losses, demands, and expenses including, but not limited to: attorney’s fees and costs of litigation, damage or liability of any nature whatsoever for death or injury to any person including CITY employees and agents, or damage or destruction of any property of either party hereto or any third person in any section on the part of the private entities to the extent caused by the private entity, except for the sole negligence of MTS or any of MTS’s officers, agents, and employees, in which case MTS shall hold the CITY harmless.

iii. Advertising. Advertising on the CITY’s shelters or benches shall be solely for the purpose of announcing events of noncommercial nature taking place at an adjacent public facility owned or operated by the private entity authorized to install the shelter or bench and shall not be used for posting schedules of public meetings at the facility. Advertising space shall not be leased to any third party. Acknowledgement of sponsorship shall be permitted within the space reserved for advertising posters. All advertising posted on the shelters and benches must conform to the advertising criteria set forth in Section 2 of this MOU. MTS may make demand upon the CITY for the removal of any advertisement that does not conform to the aforementioned advertising criteria. Such demand shall be in writing and shall state reasonable grounds for the demand. The CITY shall consider and act upon the demand in accordance with those advertising criteria. Advertising display panels shall be configured in such a way to be similar to MTS’s shelters and benches. Advertising display panels shall be no greater in size than those used in Transit Facilities owned by MTS. MTS shall be given first-right-of-refusal to utilize one advertising panel in each shelter for the purpose of posting transit information.

iv. Insurance. The CITY shall require any permitted private entity to maintain insurance to same extent required of MTS pursuant to this Memorandum of Understanding.

v. Maintenance. For pre-existing and future benches, shelters, trash receptacles, and other bus stop infrastructure and amenities not installed by MTS: MTS does not assume any responsibility in this MOU for repairs, maintenance, cleaning, installation, replacement, removal, trash and recycling service, graffiti abatement, painting, or any other work not agreed to elsewhere. MTS will not be responsible for damage caused by furniture and amenities installed by the City or others (apart from MTS and/or its designees), nor for the restoration of the area to City standard from any condition caused by the installation, damage, repair, or removal of any such infrastructure.

MTS shall maintain responsibility for all work related to the bus stop pole (if any), bus stop blade, and any MTS-provided information or amenities attached to the bus stop pole, including installation, repair, replacement, removal, cleaning, and graffiti abatement. MTS shall be responsible for MTS-provided and Transit Facilities as specified in this MOU.

8. Hold Harmless. MTS undertakes and agrees to defend, indemnify, and hold harmless the CITY and any and all of the CITY's officers, agents, employees, assigns, and successors in interest from and against all suits and causes of actions, claims, loss, demands, expenses, including, but not limited to, attorneys' fees and costs of litigation, damage or liability, or any nature whatsoever, for death or injury to any person, including MTS's employees and agents, or damage or destruction to any property of either party hereto or third person in any manner arising by reason of or incident to the performance of this MOU on the part of MTS, except for active negligence of the CITY or any of the City's officers, agents, contractors or employees, in which case the CITY shall hold MTS harmless and MTS shall have no obligation to defend and indemnify the CITY or its officers, agents, employees, assigns or successors, to the extent of the CITY's active negligence.

9. Termination of this MOU.

a. By CITY: The CITY may terminate this MOU if MTS or its contractor materially breaches the terms and conditions set forth herein, and the CITY shall owe no payment to MTS or its contractor. In the event the CITY terminates this MOU, the CITY may require MTS to remove every transit shelter and/or bus bench in the public rights-of-way. The City may terminate this MOU without cause, by serving upon MTS written notice of termination of this MOU 365 days in advance of said date of termination, and the CITY shall pay MTS the current value for every transit shelter or bus bench in the public right-of-way.

The method of calculating the current value of a transit shelter or bus bench will be as follows:

$$\text{CURRENT VALUE} = \frac{\left[ \begin{array}{c} \text{Transit Shelter/Bus} \\ \text{Bench Unit Price} \end{array} \right]}{\text{Depreciation Period} \\ \text{(in months)}} \left[ \begin{array}{c} \text{Depreciation Period - Months in Service} \\ \text{(in months)} \end{array} \right]$$

For purposes of calculating the current value the transit shelter or bus bench:

- the unit price shall be the unit price listed in the contractor’s financial plan submitted with the bid documents plus the installation costs of the bus bench or transit shelter;
- the depreciation period for transit shelters and bus benches will be ninety-six (96) months; and
- the number of months in service will be calculated from the date the transit shelter or bus bench is placed in service to the date of termination.

b. By MTS: MTS may terminate this MOU without cause, by serving upon CITY written notice of termination of this MOU 365 days in advance of said date of termination. No later than the date of termination, MTS shall either (i) reach an agreement with CITY for CITY to take possession and ownership of the transit shelters and bus benches that remain installed within the CITY, or (ii) remove each and every transit shelter and bus bench and restore the sidewalk to a safe and usable condition.

10. Insurance. During the term of the MOU, MTS shall require its contractor to maintain the following levels and types of insurance:

- a. Comprehensive general liability insurance for bodily injury (including death) and property damage, which provides total limits of not less than two million dollars (\$2,000,000.00) combined single limit per occurrence. Coverages included shall be:
  - i. Premises and operations;
  - ii. Contractual liability expressly, including liability assumed under this MOU, with deletion of the exclusion as to performance of operations within the vicinity of any railroad bridge, trestle, track, roadbed, tunnel, underpass, and crossway;
  - iii. Personal injury liability;
  - iv. Independent contractors; and
  - v. Cross-liability clause providing that the insurance applies separately to each insured except with respect to the limits of liability.

vi. Such insurance shall include the following endorsement (copies of which shall be provided):

- (1) Inclusion of the CITY, its officers, agents, and employees as additional insureds with respect to activities, services, or operations under this MOU;
- (2) Inclusion of MTS, and its subsidiaries, its officers, agents, and employees as additional insureds with respect to activities, services, or operations under this MOU; and
- (3) Stipulation that the contractor's insurance is primary insurance and that no insurance of the CITY or MTS will be called upon to contribute to a loss.

b. Comprehensive automobile liability insurance for bodily injury (including death) and property damage, which provides total limits of not less two million dollars (\$2,000,000.00) combined single limit per occurrence applicable to all owned, nonowned, and hired vehicles.

c. Statutory workers' compensation coverage including a broad form all states endorsement; employer's liability insurance for not less than one million dollars (\$1,000,000.00) per occurrence for all individuals engaged in services or operations to implement this MOU, including an insurer's waiver of subrogation in favor of the CITY, their directors, officers, representatives, agents, and employees.

d. MTS shall also provide CITY with satisfactory evidence of self-insurance that meets or exceeds the types and levels of insurance outlined above.

Notices. No notice, request, demand, instruction, or other document to be given hereunder to any party shall be effective for any purpose unless personally delivered to the person at the appropriate address set forth below (in which event, such notice shall be deemed effective only upon such delivery) or delivered by certified mail, return receipt requested, as follows:

To The CITY:  
Mario Sanchez  
Deputy Director  
City of El Cajon  
200 Civic Center Way  
El Cajon, CA 92020

To MTS:  
Sharon Cooney  
Chief Executive Officer  
Metropolitan Transit System  
1255 Imperial Avenue, Suite 1000  
San Diego, California 92101

Notices so mailed shall be deemed to have been given forty-eight (48) hours after the deposit of same in any United States Post Office mailbox. The addresses and addressees, for the purpose of this paragraph, may be changed by giving written notice of such change in the manner herein provided for giving notice. Unless and until such written notice of change is received, the last address and addressee stated by written notice, or provided herein if no such written notice of change has been received, shall be deemed effective.

- 11. Attorneys' Fees. If legal action be commenced to enforce or to declare the effect of any provisions of the MOU, the court as part of its judgment shall award reasonable attorneys' fees and costs to the prevailing party.
- 12. No Waiver. The waiver by one (1) party of the performance of any covenant, condition, or promise shall not invalidate this MOU nor shall it be considered a waiver by such party of any other covenant, condition, or promise hereunder. The waiver by either or both parties of the time for performing any act shall not constitute a waiver of the time for performing any other act or identical act required to be performed at a later time. The exercise of any remedy provided by law and the provisions of this MOU for any remedy shall not exclude other consistent remedies unless they are expressly excluded.
- 13. Severance. If any provision of this MOU is found to be unenforceable, the remainder of the provisions shall continue to be given full force and effect.
- 14. Amendments. No change in or addition to this MOU or any part hereof shall be valid unless in writing and properly authorized by the CITY and MTS.
- 15. Term. This MOU shall commence upon approval. MTS shall have the right to administer its transit shelter and bus bench programs through December 31, 2034. After December 31, 2034, this MOU shall continue on a year-over-year basis unless terminated by either party pursuant to Section 9.

SAN DIEGO METROPOLITAN TRANSIT SYSTEM

CITY OF EL CAJON

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Sharon Cooney  
Chief Executive Officer

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By: Graham Mitchell  
Title: City Manager

APPROVED AS TO FORM:

APPROVED AS TO FORM:

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Karen Landers  
General Counsel

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Morgan L. Foley  
City Attorney

Bus Stop ID	Location	Dir/Loc	Shelter	Bench	Trash Can	L x W	Notes
40443	Broadway / Ballantyne St	F-W/B	YES	YES	YES	20' x 9'6"	9'6" at shortest point (tampers from 10') grass behind
41266	E Main St / 1523	M-N/B		YES	YES	20' x 9'6"	
41302	Jamacha Rd / E Main St	F-S/B	YES	YES	YES	20' x 9'6"	Would require a pole relocation but possible.
40087	Washington Av / Jamacha Rd	N-E/B	YES	YES	YES	20' x 9'6"	Dirt behind
40318	Madison Av / E Main St	N-W/B		YES	YES	20' x 9'6"	Landscaping rocks behind
40475	E Main St / Pepper Dr	F-S/B		YES	YES	20' x 9'6"	Landscaping behind
41284	W Douglas Av / Sunshine Av	N-W/B	YES	YES	YES	20' x 9'6"	Sloped asphalt behind
41285	W Douglas Av / El Cajon Bl	N-N/B	YES	YES	YES	20' x 9'6"	Landscaping with trees behind
99128	E Main St / Broadway	F-S/B		YES	YES	20' x 9'6"	Empty parking lot behind
40468	Washington Av / Jamacha Rd	F-W/B		YES	YES	20' x 9'6"	Dirt behind
41265	E Main St / Oakdale Av	M-N/B		YES	YES	20' x 15'+	
41278	E Main At / Mollison Av	F-W/B	YES	YES	YES	20' x 13'6"	Up against building
41282	E Douglas Av / First Baptist Church	M-W/B	YES	YES	YES	20' x 12'+	
41252	E Douglas Av / El Cajon Library	M-E/B	YES	YES	YES	20' x 12'+	
41257	E Main St / Mollison Av	F-E/B	YES	YES	YES	20' x 12'	Landscaping rocks behind
41258	E Main St / Anza St	F-E/B	YES	YES	YES	20' x 12'	Landscaping behind
41260	E Main St / Ballard St	F-E/B		YES	YES	20' x 12'	Dirt behind
41261	E Main St / 2nd St	N-E/B	YES	YES	YES	20' x 12'	Dirt behind
41275	E Main St / Safari Dr	F-W/B		YES	YES	20' x 12'	Grass Behind
41276	E Main St / 1st St	F-W/B	YES	YES	YES	20' x 12'	Curb behind to parking
41277	E Main St / Anza St	N-W/B	YES	YES	YES	20' x 12'	Fenced vacant lot behind
41280	E Main St / Ballantyne St	F-W/B	YES	YES	YES	20' x 12'	Grass Behind
41273	E Main St / 2nd St	F-W/B		YES	YES	20' x 11'6"	Landscaping behind
41274	E Main St / Orlando St	N-W/B	YES	YES	YES	20' x 11'6"	Grass Behind
40306	Madison Av / June Wy	N-W/B		YES		20' x 10'6"	Would require a pole relocation but possible.
40076	Madison Av / Mollison Av	N-E/B	YES	YES	YES	20' x 10'6"	Dirt behind
40206	Madison Av / 1st St (Wells Park)	F-E/B	YES	YES	YES	20' x 10'6"	Dirt behind
40667	2nd St / Persimmon Av	F-S/B	YES	YES	YES	20' x 10'	Dirt behind
40876	E Main St / Greenfield Dr	F-N/B		YES		20' x 10'	Sign behind, if moved a few feet south to other side of ped walk way shelter could be installed.
41253	Claydelle Av / E Main St	N-N/B	YES x2	YES x2	YES x2	20' x 10'	Landscaping behind
41251	W Douglas Av / Magnolia Av	N-E/B	YES	YES	YES	20' x 10'	Walled landscaping behind
99242	E. Main St / Broadway	F-N/B		YES		20' x 10'	Grass Behind
99249	W Douglas Av / Magnolia Av	F-W/B	YES	YES	YES	20' x 10'	Landscaping behind
40436	Washington Av / Magnolia Av	F-W/B	YES	YES	YES	20' x 10'	Strip of grass and wall behind
40296	Madison Av / Magnolia Av	F-W/B		YES	YES	20' x 10'	Vacant lot behind.
41263	Madison Av / Walter Wy	N-E/B		YES	YES	20' x 9'6"	Would require a pole relocation but possible.
40448	Madison Av / Mollison Av	F-W/B	YES	YES	YES	20' x 10'6"	Dirt behind
41156	E Main St / 1625	M-N/B		YES	YES	20' x 10'	2' of dirt then parking lot behind
41250	W Douglas Av / Sunshine Av	N-E/B	YES	YES	YES	19'6" x 9'6"	Landscaping behind, possible with pole relocation
41259	E Main St / 1st St	F-E/B	YES	YES	YES	19' x 12'6"	Dirt behind
40540	Johnson Av / Arnele Av	N-S/B	YES	YES	YES	18' x 10'	
41255	E Main St / Taft Av	F-E/B	YES	YES	YES	15' x 14'	Planter boxes restricting L to 15' but that is acceptable b/c 5' x 8' ADA min. loading area would be provided by enough sidewalk width in front of shelter.
13438	Marshall Av / Arnele Trolley Station						No current furniture
40068	Madison Av / Magnolia Av						No current furniture
40190	Madison Av / Magnolia Av						No current furniture
40195	Washington Av / Avocado Av						No current furniture
40447	Washington Av / Mollison Av						No current furniture
40450	Washington Av / 1st St						No current furniture

Shelter Status
Can currently accommodate shelter
Needs review/improvement
Improvement not feasible
Discontinued Stop

48
55
50
9

Bus Stop ID	Location	Dir/Loc	Shelter	Bench	Trash Can	L x W	Notes
40213	Washington Av / 2nd St	F-E/B		YES		5' x 9'6"	9'6" includes dirt strip in front of sidewalk. Additional landscaping behind could needed to accommodate pad
40166	Fletcher Pkwy / Navajo Rd	F-E/B		YES		5' x 9'	Current pad only ADA minimum. Possibly room for pad if shifted a few feet east and include current landscaped areas.
40455	Washington Av / South 2nd St	F-W/B		YES	YES	5' x 8'	Dirt on all sides for more L & W
40216	Broadway / Bostonia St	F-E/B		YES	YES	20'+ x 8'6"	Landscaping behind
41295	Broadway / 2nd St	N-E/B		YES	YES	20'+ x 8'6"	55'-65' west of current location would provide enough landscaping area to have pad for shelter. Currently restricted by CVS entrance.
10736	Navajo Rd / Medford St	F-E/B		YES		20'+ x 8'6"	Landscaping behind
10734	Navajo Rd / Medford St	N-E/B		YES	YES	20'+ x 8'6"	Landscaping behind
40308	Broadway / Anza St	N-W/B		YES	YES	20'+ x 8'	Grass behind
40189	Washington Av / Magnolia Av	F-E/B	YES	YES	YES	20'+ x 8'	Grass Behind
40654	Johnson Av / Grant Av	N-S/B		YES		20'+ x 8'	Grass Behind
40449	Broadway / Mollison Av	F-W/B	YES	YES	YES	20'+ x 8'	Removing hedge behind may allow 2' pad
40207	Broadway / N 1st St	F-E/B	YES	YES	YES	20'+ x 7'6"	Landscaping behind
40191	Broadway / Graves Av	F-E/B	YES	YES	YES	20'+ x 7'6"	Pad possible if landscaping area included (gas station)
40460	Broadway / 2nd St	F-W/B	YES	YES	YES	20'+ x 7'6"	Pad possible if dirt to wall included
40184	Fletcher Pkwy / Johnson Av	F-E/B	YES	YES	YES	20'+ x 7'	Grass and parking lot behind
40685	E Main St / Greenfield Dr	F-S/B		YES		20'+ x 5'6"	Dirt behind
40179	Fletcher Pkwy / Cuyamaca St	F-E/B		YES		20'+ x 5'	Embankment behind
99137	S Magnolia Av / E Chase Av	F-N/B		YES	YES	20'+ x 4'	Grass in front and behind (totals 12')
40669	Jamacha Rd / Lexington Av	F-S/B	YES	YES	YES	19' x 8'6"	Dirt behind
40860	2nd St / Broadway	F-N/B	YES	YES	YES	15'+ x 8'	Would require pad/shelter to be in woodchips just south of current stop.
40201	Washington Av / Mollison Av	F-E/B		YES	YES	15' x 9'	Dirt behind
40416	Fletcher Pkwy / Marshall Av	F-W/B	YES	YES	YES	15' x 9'	Woodchips behind room to extend
40566	Jamacha Rd / Washington Av	N-S/B	YES	YES	YES	14' x 9'6"	Current shelter is sandwiched between a utility box and street light. Could move stop 28' east for less constrained shelter placement.
41232	Chase Av / Johnson Av	F-E/B			YES	10' x 11'	Current pad too short, grass around current pad
40063	Chase Av / Estes St	F-E/B		YES	YES	10' x 11'	Current pad too short, grass around current pad
40180	W Main St / Richfield Av						No current furniture, shelter may conflict with building.
40205	Washington Av / 1st St						No current furniture, sidewalk too narrow for shelter.
40219	Washington Av / Dorothy St						No current furniture, sidewalk too narrow needs dirt strip filled in.
40221	Broadway / Coleen Ct						No current furniture, sidewalk too narrow for shelter.
40225	Broadway / 3rd St						No current furniture, sidewalk too narrow for shelter.
40289	Fletcher Pkwy / Cuyamaca St						No current furniture, sidewalk too narrow for shelter.
40316	Washington Av / Dorothy St						No current furniture, sidewalk too narrow needs dirt strip filled in.
40418	Washington Av / Lemon Av						No current furniture, sidewalk too narrow for shelter.
40424	Washington Av / Johnson Av						No current furniture, sidewalk too narrow for shelter.
40445	Washington Av / Lincoln Av						No current furniture, sidewalk too narrow for shelter.

Shelter Status



Bus Stop ID Location	Bus Stop Location	Dir/Loc	Shelter	Bench	Trash Can	L x W	Notes
40453	Washington Av / Ballard St						No current furniture, sidewalk too narrow for shelter.
40469	Broadway / 3rd St						No current furniture, sidewalk too narrow areas around stop with extra width already exist and are occupied by utility boxes.
40541	Johnson Av / W Main St						No current furniture, sidewalk too narrow. Industrial area low priority for improvement
40564	Jamacha Rd / Sunnyland Av						No current furniture, sidewalk too narrow for shelter. Dirt around stop and driveway cut in curb leading nowhere could be replaced with pad.
40649	Johnson Av / Madison Av						No current furniture, industrial low priority for improvement
40680	Jamacha Rd / Granite Hills Dr						No current furniture, sidewalk too narrow for shelter.
40681	Jamacha Rd / Gustavo St						No current furniture, sidewalk too narrow for shelter.
40687	E Main St / Sydney Ter						No current furniture, sidewalk too narrow for shelter.
40688	E Main St / Laval Ln						No current furniture, sidewalk too narrow for shelter.
40750	Jamacha Rd / Granite Hills Dr						No current furniture, sidewalk too narrow for shelter.
40751	Jamacha Rd / Gustavo St						No current furniture, sidewalk too narrow for shelter.
40843	Graves Av / Hart Dr						No current furniture, Vacant building improve w/ redevelopment
40877	E Main St / Sydney Ter						No current furniture, sidewalk too narrow areas around stop with extra width already exist and are occupied by utility boxes.
40878	E Main St / Laval Ln						No current furniture, sidewalk too narrow for shelter.
40991	Graves Av / Broadway						No current furniture
41106	2nd St / Dawnridge Av						No current furniture
41164	Graves Av / Broadway						No current furniture
41287	W Main St / Johnson Av						No current furniture
99139	Magnolia Av / Washington Av						No current furniture
99140	Magnolia Av / E Camden Av						No current furniture
41262	S 2nd St / E Main St	M-N/B		YES	YES	6'6" x 7'6"	Too many surrounding conflicts to achieve 18' x 9'6"
99119	Jamacha Rd/Washington Av	F-N/B	YES	YES	YES	20'+ x 8'6"	Up against gas station
41249	W Douglas Av / El Cajon Bl	F-S/B	YES	YES	YES	20'+ x 9'6"	Up against fence
40281	Fletcher Pkwy / Garfield Av	N-W/B	YES	YES	YES	20'+ x 9'	Parking directly behind
40466	Madison Av / Grape St	N-W/B		YES	YES	20'+ x 8'6"	Conflicts with fence and pole
40472	Broadway / E Main St	F-W/B	YES	YES	YES	20'+ x 8'	Up against wall
41286	W Main St / Johnson Av	N-W/B		YES		20'+ x 7'6"	Up against fence
40835	Johnson Av / Arnele Av	F-N/B		YES	YES	20'+ x 5'6"	Grass landscaping behind, would only be 9' including grass
40836	Johnson Av / W Main St	F-N/B	YES	YES	YES	20'+ x 11'	Up against fence
41279	E Main St / Lincoln Av	N-W/B	YES	YES	YES	20'+ x 10'	Up against fence
40315	Madison Av / 2nd St	N-W/B	YES	YES	YES	20' x 9'6"	Up against property fence
40086	Madison Av / E Main St	N-E/B		YES		19' x 8'	Restricted by utility boxes
40193	Madison Av / Ballantyne St	F-E/B		YES	YES	19' x 10'6"	Up against property fence
40309	Madison Av / 1st St	N-W/B		YES	YES	18' x 10'6"	Up against property fence
11481	Navajo Rd / Medford St	F-W/B		YES	YES	15'+ x 8'6"	Wall behind
40464	Broadway / Bostonia St	F-W/B		YES	YES	15'+ x 8'	Up against wall
40194	Broadway / Ballantyne St	F-E/B	YES	YES	YES	15'+ x 8'	Up against wall
40668	2nd St / Greenfield Dr	F-S/B			YES	15'+ x 8'	Up against property fence
41103	2nd St / Greenfield Dr	F-N/B			YES	15'+ x 8'	Wall behind
40433	Fletcher Pkwy / Magnolia Av	F-W/B	YES	YES	YES	15'+ x 7'	Drive thru behind
40204	Washington Av / Anza St	F-E/B			YES	15'+ x 10'	Up against building

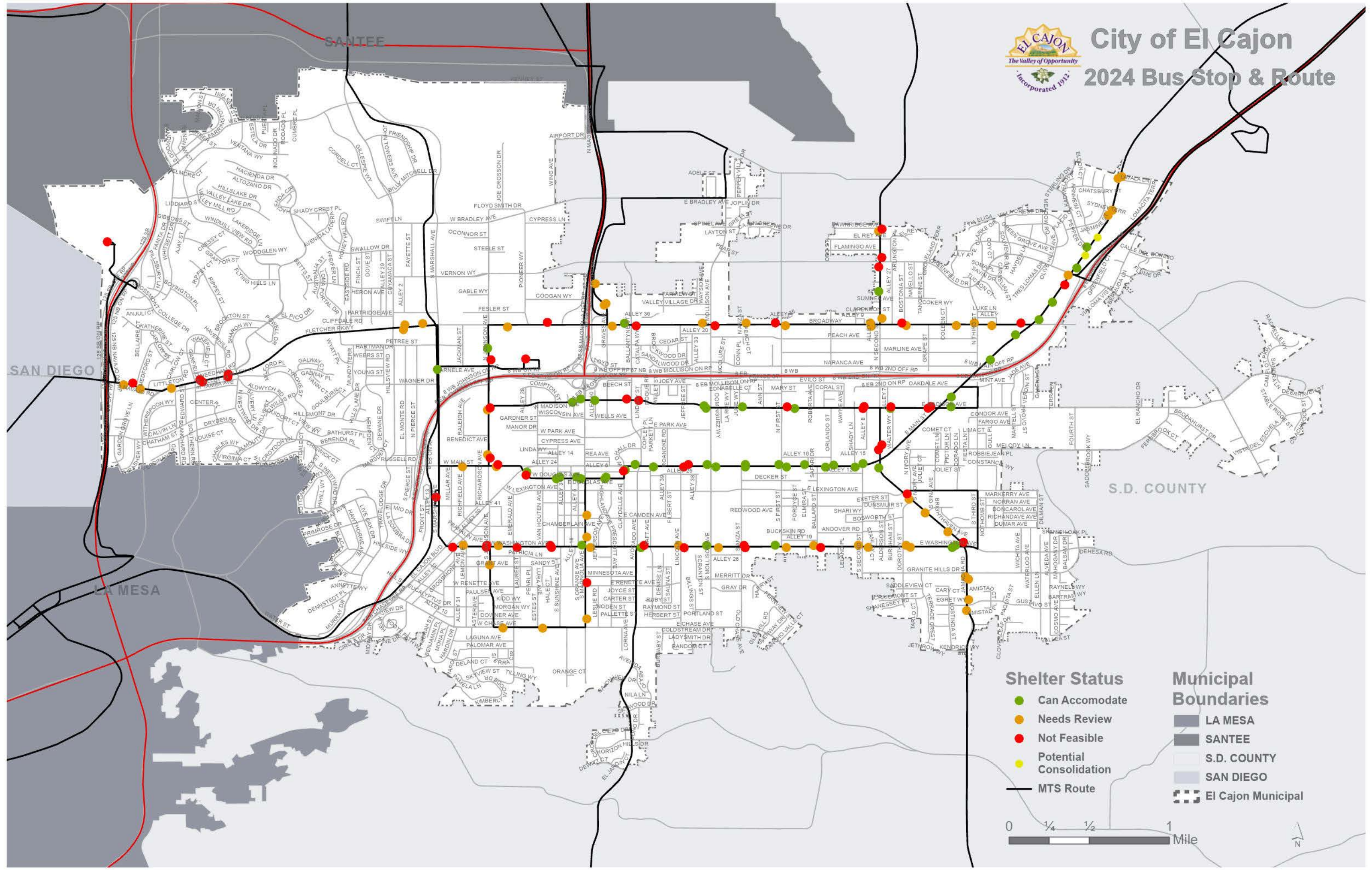
Shelter Status

Bus Stop ID	Location	Dir/Loc	Shelter	Bench	Trash Can	L x W	Notes
40300	Washington Av / Avocado Av	N-W/B		YES	YES	15' x 9'6"	Up against parking lot, current pad too short to provide shelter and ADA loading area improvement complicated by pole/driveway.
99120	Jamacha Rd / Lexington Av	N-N/B	YES	YES	YES	15' x 9'6"	Up against gas station
40451	Broadway / 1st St	F-W/B	YES	YES	YES	15' x 8'	Up against property
41281	Claydelle Av / E Main St	F-S/B		YES x2	YES	15' x 10'	Up against building
40202	Broadway / Mollison Av	F-E/B	YES	YES	YES	15' x 10'	Parking lot behind
40733	Johnson Av / Madison Av	N-N/B		YES	YES	15' x 10'	Up against property fence
40307	Washington Av / Anza St	N-W/B		YES	YES	14' x 9'6"	Up against property fence
40459	Madison Av / 2nd St	F-W/B	YES	YES	YES	14' x 11'6"	Conflicts with L
40084	Madison Av / 2nd St	N-E/B		YES	YES	14' x 10'6"	Up against property fence
40442	Madison Av / Ballantyne St	F-W/B		YES	YES	13' x 8'	Property landscaping behind
40168	Fletcher Pkwy / Garfield Av	F-E/B		YES		13' x 7'	Parking lot/building behind
41032	E Main St / Greenfield Dr	N-N/B		YES		12' x 9'10"	Too many obstructions
41272	S 2nd St / E Main St	N-S/B	YES	YES	YES	12' x 8'	12' restricted by utility and driveway
41256	E Main St / Lincoln Av	F-E/B		YES	YES	11' x 11'6"	Driveway to lot restricts length
40044	Fletcher Pkwy / Westwind Dr						No current furniture
40059	Washington Av / Johnson Av						No current furniture
40065	Washington Av / Sunshine Av						No current furniture, Trashcan in ADA
40188	Washington Av / Emerald Av						No current furniture
40197	Washington Av / Lincoln Av						No current furniture
40210	Washington Av / Ballard St						No current furniture
40402	Fletcher Pkwy / Hacienda Dr						No current furniture
40420	Washington Av / Johnson Av						No current furniture
40431	Washington Av / Sunshine Av						No current furniture
40927	Parkway Plaza Transit Center						No current furniture
40983	Grossmont College						No current furniture
41104	2nd St / Dawnridge Av						No current furniture
70035	El Cajon Transit Center						No current furniture
99138	Magnolia Av / Renette Av						No current furniture
99241	Washington Av / Grossmont Av						No current furniture
40064	Madison Av / Compton St			YES	YES	No Service	
40080	Broadway / Oro St			YES	YES	No Service	
40183	Madison Av / Johnson Av			YES		No Service	
40292	Madison Av / Johnson Av			YES		No Service	
40295	Madison Av / Compton St			YES	YES	No Service	
40302	Broadway / Cherrywood Wy			YES		No Service	
40313	Broadway / Oro St			YES	YES	No Service	
40317	Lexington Av / Ivory Av			YES	YES	No Service	
41157	E Main St / 1662			YES	YES	No Service	
40755	E Main St / Pepper Dr	N-N/B			YES	20'+ x 10'	Potential stop consolidation
41033	E Main St / Pepper Dr						No current furniture, Potential stop consolidation

Shelter Status



# City of El Cajon 2024 Bus Stop & Route



### Shelter Status

- Can Accomodate
- Needs Review
- Not Feasible
- Potential Consolidation
- MTS Route

### Municipal Boundaries

- LA MESA
- SANTEE
- S.D. COUNTY
- SAN DIEGO
- El Cajon Municipal





## Policies and Procedures No. 21

Board Approval: 5/16/24

### SUBJECT:

MTS REVENUE-GENERATING DISPLAY ADVERTISING, CONCESSIONS, AND MERCHANDISE

### PURPOSE:

To establish a policy and guidelines concerning a revenue-generating advertising, concessions, and merchandise program encompassing trolley stations, San Diego Metropolitan Transit System (MTS) property and facilities, and selected printed materials.

Advertising on bus shelters and benches within the public rights-of-way shall be governed by agreement with each jurisdiction, as applicable.

### BACKGROUND:

Public transit operators and administration agencies have historically utilized advertising, concessions, and merchandising programs to supplement operational and capital funds. A sound advertising and concessions program can be a viable, alternative income source while promoting transit use and ensuring rider convenience and safety. This policy advances the advertising program's revenue-generating objective while also prohibiting advertisements that could detract from that goal, such as by harming advertisement sales, reducing ridership or tarnishing's MTS's reputation. MTS's justifications for its advertising program and policy include:

- 1) Generating advertising revenue;
- 2) Increasing ridership by promoting MTS's services, programs and benefits;
- 3) Informing MTS riders of local, state or federal programs, services or benefits;
- 4) Preserving ridership by avoiding controversial content;
- 5) Preventing the risk of imposing controversial views on a captive audience;
- 6) Preserving the marketing potential of the advertising space by avoiding controversial content;
- 7) Maintaining a position of neutrality on matters of public debate; and
- 8) Reducing the risk of diversion of resources from transit operations that are caused by controversial content.



## POLICY:

It is the policy of MTS that advertising spaces on MTS property, which includes the exterior and interior of buses and light rail vehicles (LRVs), bus benches, bus shelters, related transportation facilities, and selective digital and printed materials, shall constitute a non-public forum subject to uniform viewpoint-neutral restrictions. This policy has been drafted to ensure a non-public forum status on its advertising spaces and MTS staff will accordingly enforce this policy with that intention.

The following guidelines will be reviewed by staff to reflect the current policies of the MTS Board of Directors and to reflect changes in the trends of social and economic acceptance and appropriateness of various forms of advertising and concessions.

### 21.1 Advertising - Procedure

- 21.1.1 Safety, rider convenience, and information needs will take precedence over revenue generation.
- 21.1.2 Quantity, quality, and placement of all advertising will be controlled by and subject to the specific approval of MTS.
- 21.1.3 MTS reserves the right to reject any advertisement that does not meet the MTS Board of Director's standards as set forth in this policy.
- 21.1.4 Upon written demand by the Chief Executive Officer on stated grounds that shall be reasonable, any advertisement or other display deemed to be noncompliant with this policy shall immediately be removed. No refund shall be made for the time such objectionable material was on display.
- 21.1.5 MTS reserves the right to allow exceptions to the policy if MTS determines that application of the policy as written would likely be unconstitutional in any particular situation.

### 21.2 Advertising - Permitted Content

The subject matter for all advertising materials displayed on MTS property shall be limited to Commercial Speech. Commercial Speech is speech that: does no more than propose a commercial transaction; or is an expression related solely to the economic interests of the speaker and its audience (e.g. promotes for sale, lease or other financial benefit a product, service, event or other property interest). Notwithstanding the above general rule requiring Commercial Speech, the following content are allowed:

21.2.1 MTS Operations Advertising that promotes MTS transit services, programs or products, including co-sponsorships with third parties that would increase ridership or otherwise support MTS's mission.

21.2.2 Public Service Advertisements from Local, State or Federal Governmental Agencies regarding public programs, public services and public events that are not otherwise prohibited under this Policy.

### 21.3 Advertising – Prohibited Content

No advertisement will be permitted that in whole or in part:

- a. intends to demean or disparage any individual, group, company, product or institution;
- b. contains false, deceptive or grossly misleading information;
- c. expresses or advocates an opinion, position or viewpoint on matters of public debate about economic, political, religious, social or moral issues;
- d. directly or indirectly refers to religion;
- e. is of a political or electoral nature;
- f. portrays, solicits or condones acts of violence, murder, sedition, terrorism, vandalism, or other unlawful acts against any individual, group, animal, company or institution;
- g. depicts nudity or portions of nudity that would be considered as pornographic, erotic or obscene. The rule of "public acceptance" should be used in such cases (i.e., if the advertisement has already gained public acceptance, then it may be considered as acceptable to MTS);
- h. contains messages or graphic representations of adult entertainment, such as escort services, adult telephone services, adult internet sites and other adult entertainment establishments;
- i. contains messages or graphic representations describing or suggesting explicit sexual acts, sexual organs, or excrement where such statements or words have as their purpose or effect of sexual arousal, gratification, or affront;
- j. promotes the use or ingestion of or offers in commerce the sale of marijuana, tobacco, electronic smoking product or any other device that causes smoke, mist or vapor, firearms, or firearm-related products;
- k. condones any type of discrimination;
- l. contains profane language and/or appearance or suggestion of profane language;
- m. contains any material that is an infringement of copyright, trademark or service mark;
- n. implies or declares an endorsement of MTS of any service, product or point of view without written authorization from MTS;

- o. depicts unsafe transit behavior aboard buses, trolleys, rail line tracks or other transit facility;
- p. is reasonably foreseeable that it will result in harm to, disruption of, or interference with the normal operations of MTS's transportation system;
- q. conflicts with any applicable federal, state, or local law, statute, or ordinance;
- r. impedes vehicular or pedestrian traffic, restricts the visibility of directional/traffic signs and informational material, encroaches on necessary sight lines (e.g., driver/operator view of waiting patrons) or presents any other safety risks or hazards (e.g., flashing lights, sound makers, mirrors or other special effects);
- s. contains a website address or telephone number that directs visitors or callers to material that violates any of the prohibitions within this policy; or
- t. is mischaracterized as a commercial advertisement but upon examination is intended to distribute a non-commercial message.

#### 21.4 Advertising – General Conditions

- 21.4.1 Advertising industry standard sizes will be used for all advertising treatments.
- 21.4.2 Advertising treatments will be maintained in "like-new" condition. Damage to the advertisement or its housing will be corrected within forty-eight (48) hours.
- 21.4.3 All advertisements shall clearly identify the sponsor(s).

#### 21.5 Advertising - LRVs and Buses

- 21.5.1 LRVs and buses, may carry wrap advertising formats rather than conventional advertising formats, at the discretion of the Chief Executive Officer.
- 21.5.2 Transit information material may be placed inside LRVs and buses at the discretion of the Chief Executive Officer. Such information can include, in accordance with this policy, the promotion of regularly scheduled public transit routes that will serve major community events. The subject matter and proposed advertisement regarding such event must comply with the provisions set forth under this policy.
- 21.5.3 Super King and Mural formats are approved for acceptable use on buses. The size specification for the Super King is 226 inches x 30 inches and is placed between the front and rear wheel wells on the street side of the bus. Murals are defined as encompassing the space under the vehicle

passenger windows on each side of the bus and extending from the front of the bus to just past the rear wheel well.

#### 21.6 Advertising - Transit Centers, Major Transit Points, Stations, and Stops

- 21.6.1 Advertising treatments (housings) will be designed to complement the architecture of the transit centers/stations and the flavor of the surrounding community. MTS plan specifications will be followed wherever applicable. Advertising treatments will be designed, constructed, and placed in accordance with all applicable local, state, and federal standards.
- 21.6.2 Any unsold display advertising space within transit centers, major transit points, and stations will be allocated for MTS related advertisements and displays.
- 21.6.3 Alcohol advertisement shall not be placed on shelters or digital shelters within 500 feet from, or intended to be read from, the following: schools; libraries; public parks/playgrounds; municipal recreation centers or facilities; church-recognized, established, or stand-alone places of worship; daycare/preschool; hospitals; and cemetery/funeral homes.

#### 21.7 Advertising - Printed Materials

- 21.7.1 Advertising space may be allowed in printed materials (e.g., timetables, maps, and informational brochures) at the discretion of the Chief Executive Officer.
- 21.7.2 Advertising space may be allowed on the reverse side of regional passes, tickets, and transfers at the discretion of the Chief Executive Officer.
- 21.7.3 No advertising space shall supersede necessary transit information and/or regulations.
- 21.7.4 At the discretion of the Chief Executive Officer, MTS may allocate space in printed materials to inform transit customers about private entities actively participating in transit services (e.g., pass and ticket-sales outlets).

#### 21.8 Concessions

- 21.8.1 Concession formats, quantity, and placement will be approved and controlled by the MTS Board of Directors.
- 21.8.2 Contracts for any concession format or related development will be awarded in accordance with existing MTS policies.
- 21.8.3 During hours of business, concessionaires will provide the public with transit information materials as directed and supplied by MTS or its designated representative.
- 21.8.4 Concession treatments/structures will be designed to complement the architecture of the transit centers/stations and the flavor of the surrounding community. MTS plan specifications will be followed wherever applicable. Concession treatments/structures will be designed,



constructed, and placed in accordance with all applicable local, state, and federal standards.

21.8.5 Concession treatments/structures will not impede vehicular or pedestrian traffic, will not restrict the visibility of directional signs and informational materials, and will not encroach on necessary sight lines.

21.8.6 Concessionaire contracts will include remittance to MTS on a monthly basis.

21.8.7 Any and all concession on-site signing and displays will be in accordance with existing MTS policies and subject to approval of the Chief Executive Officer.

#### 21.9 Merchandise

21.9.1 Any and all system-related merchandise will be of the highest available quality and project a positive transit image.

21.9.2 Merchandise licensing agreements and royalty payments will be made in accordance with existing MTS policies.

#### 21.10 Revenue

All revenue received from any form of advertising shall be accrued according to MTS policy and allocated during the annual budget process.

#### 21.11 Contractor Services

MTS may engage contractor(s) services for the development, implementation, management, and maintenance of advertising, concessions, and/or merchandise programs in conformance with existing MTS Board of Directors policies and in the best interests of MTS.

Original Policy approved on 5/9/1983.

Policy revised on 6/6/1985.

Policy revised on 7/9/1987.

Policy revised on 6/23/1988.

Policy revised on 3/22/1990.

Policy revised on 3/14/1991.

Policy revised on 4/9/1992.

Policy revised on 5/12/1994.

Policy revised on 8/11/1994.

Policy revised on 6/22/1995.

Policy revised on 3/27/1997.

Policy revised on 6/11/1998.

Policy revised on 2/22/2001

Policy revised on 2/26/2004.

Policy revised on 12/10/2009

Policy revised on 6/18/2015

Policy revised on 1/18/2018

Policy revised on 4/12/2018

Policy revised on 6/15/2023 (for a pilot period of two (2) years)

Policy revised on 5/16/2024



## City Council Agenda Report

**Agenda Item 13.**

**DATE:** October 8, 2024

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Vince DiMaggio, Assistant City Manager

**SUBJECT:** Consider an Amendment to the Downtown Master Plan (Specific Plan No. 182) to Provide Allowances for New On-Sale Alcoholic Beverage Sales Establishments in the Downtown Area

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### RECOMMENDATION:

That the City Council provide direction on beverage sales establishments in the Downtown Area.

### BACKGROUND:

On March 26, 2024, the City Council received a staff report summarizing an analysis of the Property-Based Business Improvement District (PBID) prepared by New City America. That report included twelve recommendations for consideration. Many of those recommendations will be discussed at the October 22, 2024 City Council meeting as part of the review of the Downtown Business Partners Annual Report. The intent of this agenda item is to consider one of the recommendations before that upcoming meeting.

One of the changes suggested by New City America and supported by the PBID Board of Directors was to amend the City's zoning regulations (specifically Specific Plan No. 182) to allow bars and pubs to locate in the Downtown area.

A change in zoning standards for on-sale alcohol establishments (i.e., "bars") would reverse a decision of the City Council dating back to 1995 which required all new bars be at least 1,000 feet away from an existing on-sale establishment, and/or 600 feet from residential-zoned property, public or private schools, health care facilities, religious facilities, parks or playgrounds, and off-sale alcoholic beverage establishments (although this change did not affect restaurants where the bar area was smaller than the dining area). The separation distance regulations are applicable City-wide. However, they came about as part of an effort to re-imagine the Downtown area after years of rising criminal activity affiliated with some alcohol-serving businesses.

In 2001, the City Council again amended the Zoning Code, after considerable discussion, to allow on-sale alcoholic beverage sales as a secondary or incidental use to the primary use (i.e., hotels and live entertainment venues).

As of 2015, microbreweries, where a product is actually produced on-site, are allowed city-wide in the General Commercial and Regional Commercial zones with a conditional use permit ("CUP"). Bars that operate in conjunction with a full-service restaurant are also allowed by CUP

without enhanced distance standards. However, bars and pubs that operate solely as on-sale alcohol establishments are subject to the enhanced distance requirements, and because of that, new establishments of that type are virtually impossible to locate in the Downtown area. Presently, there are only two “bar-only” establishments in the Downtown area: Main Tap Tavern and La Fiesta Night Club – both of which are on the 500 block of West Main Street.

If the City Council wishes to remove the distance requirements imposed for bar-only establishments, staff would bring a proposed amendment to the Downtown Specific Plan allowing standalone bars with an approved CUP to the Planning Commission for their consideration and recommendation before returning to the City Council for consideration. Doing so would allow the full complement of alcohol-serving businesses by conditional use permit: microbreweries, restaurants with full bar service, and standalone bars (with no food service).

Another alternative the City Council could consider is to allow a defined number of on-sale, alcohol-only establishments in a certain geographic area. For example, the City Council could set a standard allowing only four alcohol-only establishments on Main Street between Claydelle and El Cajon Boulevard – or a similarly specified number and defined area.

In keeping with the various recommendations made in the report by New City America, staff seeks direction from the City Council on this issue.

#### CALIFORNIA ENVIRONMENTAL QUALITY ACT:

Discussion and City Council feedback on this item is not a project subject to the California Environmental Quality Act (“CEQA”) because it is a procedural, administrative step in the process.

Prepared By: Vince DiMaggio, Assistant City Manager

Reviewed By: N/A

Approved By: Graham Mitchell, City Manager

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**City Council  
Agenda Report**

**DATE:** October 8, 2024  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Mayor Wells  
**SUBJECT:** Council Activity Report

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**RECOMMENDATION:**

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

**BACKGROUND:**

Government Code Section 53232.3(d) requires members of a legislative body to provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body. This City Administrative Activity is not a project and therefore not subject to CEQA.

**REPORT:**

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

September 25, 2024 - SANDAG Mayors Briefing  
September 27, 2024 - SANDAG Board of Directors Meeting  
September 30, 2024 - Interview with Fox 5  
October 1, 2024 - Bradley Avenue Widening Groundbreaking Ceremony  
October 8, 2024 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Bill Wells, Mayor

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City Council  
Agenda Report

**DATE:** October 8, 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.

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**RECOMMENDATION:**

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

**BACKGROUND:**

Government Code Section 53232.3(d) requires members of a legislative body to provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body. This City Administrative Activity is not a project and therefore not subject to CEQA.

**REPORT:**

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

- September 24, 2024 - Emails with MTS CEO re: El Cajon microtransit
- September 25, 2024 - Email to Karen W re: temporary signage
- September 26, 2024 - Skyridge Villas Ribbon Cutting
- September 27, 2024 - MTS Copper Line press conference
- September 27, 2024 - Octoberfest opening ceremony
- September 28, 2024 - Meridian tiny home building event
- September 29, 2024 - volunteer at Octoberfest
- September 30, 2024 - Attend Copper Line opening event
- October 1, 2024 - MTS Meeting with developer
- October 4, 2024 - Volunteer at Octoberfest
- October 5, 2024 - Volunteer at Octoberfest
- October 6, 2024 - Volunteer at Octoberfest
- October 7, 2024 - Meeting with City Manager
- October 8, 2024 - WyYerd Fiber Ribbon Cutting
- October 8, 2024 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Steve Goble, Councilmember

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City Council  
Agenda Report

Agenda Item 16.

**DATE:** October 8, 2024  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Councilmember Kendrick  
**SUBJECT: COUNCILMEMBER GARY KENDRICK**  
METRO Commission/Wastewater JPA; Heartland Communications;  
Heartland Fire Training JPA.

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**RECOMMENDATION:**

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

**BACKGROUND:**

Government Code Section 53232.3(d) requires members of a legislative body to provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body. This City Administrative Activity is not a project and therefore not subject to CEQA.

**REPORT:**

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

September 26, 2024 - Metro Wastewater JPA Meeting  
October 8, 2024 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Gary Kendrick, Councilmember

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City Council  
Agenda Report

Agenda Item 17.

**DATE:** October 8, 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.

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**RECOMMENDATION:**

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

**BACKGROUND:**

Government Code Section 53232.3(d) requires members of a legislative body to provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body. This City Administrative Activity is not a project and therefore not subject to CEQA.

**REPORT:**

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

October 1, 2024 - Bradley Avenue Widening Groundbreaking Ceremony

October 8, 2024 - WyYerd Fiber Ribbon Cutting

October 8, 2024 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Michelle Metschel, Councilmember

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City Council  
Agenda Report

Agenda Item 18.

**DATE:** October 8, 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.

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**RECOMMENDATION:**

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

**BACKGROUND:**

Government Code Section 53232.3(d) requires members of a legislative body to provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body. This City Administrative Activity is not a project and therefore not subject to CEQA.

**REPORT:**

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

October 1, 2024 - 9th Annual Manufacturing Expo  
October 8, 2024 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Phil Ortiz, Deputy Mayor

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