

ONLINE AGENDA INFORMATION

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CITY OF EL CAJON

*City Council/Housing Authority/
Successor Agency to the Redevelopment Agency*

AGENDA



February 23, 2016

**Honoring
and celebrating
the people
who make
El Cajon**

***The Valley
of
Opportunity***

Bill Wells
Mayor

Tony Ambrose
Mayor Pro Tem

Star Bales
Councilmember

Gary Kendrick
Councilmember

Bob McClellan
Councilmember

Douglas Williford
City Manager

Morgan Foley
City Attorney

Majed Al-Ghafry
Assistant City Manager

Belinda Hawley
City Clerk



AGENDA



February 23, 2016
3:00 p.m.

The Agenda contains a brief general description of each item to be considered and most items have a *RECOMMENDATION* from Staff or a Commission, which Council will consider when making a final decision.

Copies of written documentation relating to each item of business on the Agenda are on file in the City Clerk's Office and in the Agenda Book next to the podium in the Council Chambers.

PLEASE COMPLETE A "REQUEST TO SPEAK" FORM FOR EACH ITEM PRIOR TO THE COMMENCEMENT OF THE MEETING AND SUBMIT IT TO THE CITY CLERK if you wish to speak about an Item on the Agenda or under Public Comment.

- **CALL TO ORDER:** Mayor Bill Wells
- **ROLL CALL:** City Clerk Belinda Hawley



PLEDGE OF ALLEGIANCE TO FLAG AND MOMENT OF SILENCE

- **POSTINGS:** The City Clerk posted Orders of Adjournment of the February 9, 2016, Meeting and the Agenda of the February 23, 2016, Meetings in accordance to State Law and Council/Authority/Successor Agency to the Redevelopment Agency Policy.
- **PRESENTATIONS:** None
- **AGENDA CHANGES:**

*Backup Information Available - Housing Authority and Successor Agency Items are identified.

CONSENT ITEMS: (1.1 – 1.9)

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.

***1.1 MINUTES OF CITY COUNCIL/HOUSING AUTHORITY/SUCCESSOR AGENCY TO THE EL CAJON REDEVELOPMENT AGENCY MEETINGS**

RECOMMENDATION: That the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency approve Minutes of the February 9, 2016 Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

1.2 WARRANTS

RECOMMENDATION: That the City Council approve payment of Warrants as submitted by the Finance Department.

1.3 APPROVAL OF READING BY TITLE AND WAIVER OF READING IN FULL OF ORDINANCES ON AGENDA

RECOMMENDATION: That the City Council approve the reading by title and waive the reading in full of all Ordinances on the Agenda.

***1.4 OCTOBER – DECEMBER 2015 QUARTERLY TREASURER’S REPORT (Report: Clay Schoen, Director of Finance/Treasurer)**

RECOMMENDATION: That the City Council receives the Treasurer’s Report for the quarter ending December 30, 2015.

***1.5 COMMUNITY EVENT IN THE RIGHT-OF-WAY – RunEC (Report: Sara Ramirez, Director of Recreation)**

RECOMMENDATION: That the City Council:

- Approve the use of the public right-of-way for the RunEC St. Patrick’s Day Half Marathon; and
- Approve the request for a beer & wine garden to be held in the Centennial Plaza.

CONSENT ITEMS: (Continued)

- *1.6 RESOLUTION: THIRD AMENDMENT TO FY 2015-16 ONE YEAR ACTION PLAN (Report: Anthony Shute, Deputy Director of Community Development)**

RECOMMENDATION: That the City Council adopt the next RESOLUTION in order amending the FY 2015-16 One Year Action Plan to re-allocate CDBG funds to defease the remaining outstanding Section 108 Loan, and authorizing the City Manager or Designee to take necessary steps and execute all required documents in order to defease the Loan and make the necessary changes to the One Year Action Plan.

- *1.7 PROGRESS REPORT – DECLARATION OF EMERGENCY – STORM DAMAGE 2016 (Report: Majed Al-Ghafry, Assistant City Manager)**

RECOMMENDATION: That the City Council:

- Determine that there continues to be a state of emergency to facilitate repairs at various locations throughout the City; and
- Waive bid requirements for emergency repairs in accordance with El Cajon Municipal Code section 3.20.010 (C).

- *1.8 RESOLUTION: AWARD OF BID NO. 024-16, DOG PARK EXPANSION AND IMPROVEMENTS (Report: Nahid Razi, Purchasing Agent)**

RECOMMENDATION: That the City Council adopt the next RESOLUTION in order awarding the bid to the lowest responsive, responsible bidder, K.C. Equipment, Inc., in the amount of \$97,777.70.

- *1.9 RESOLUTIONS: APPROVAL OF PLANS AND SPECIFICATIONS FOR PORTLAND CEMENT CONCRETE (PCC) CHANNEL REPAIRS 2016, JOB NO. WW3518, BID NO. 030-16 (Report: Majed Al-Ghafry, Assistant City Manager)**

RECOMMENDATION: That the City Council adopt the next RESOLUTIONS in order to:

- Approve Plans and Specifications for PCC Channel Repairs 2016, WW3518, Bid Number 030-16; and
- Direct a Notice Inviting Sealed Bids to be opened on March 31, 2016.

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 agenda 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.

2. WRITTEN COMMUNICATIONS:

***2.1 DISPOSAL OF SURPLUS PROPERTY (Report: Nahid Razi, Purchasing Agent)**

RECOMMENDATION: That the City Council declare the listed property surplus and review the request for donation of the 2010 Ford Crown Victoria to the San Diego Sheriff Office K-9 Unit.

3. PUBLIC HEARINGS:

***3.1 RESOLUTIONS: DELINQUENT REFUSE COLLECTION CHARGES (Report: Dennis Davies, Deputy Director of Public Works)**

RECOMMENDATION: That the City Council

- Open the Public Hearing and receive testimony;
- Close the Public Hearing;
- Adopt the next RESOLUTIONS in order certifying the list of property owners as delinquent in the payment of their mandatory trash service bills; and
- Authorize the City Clerk to record the amount owed as a lien on the property and forward a list to the County Tax Assessor for billing on the next property tax bill.

PUBLIC HEARINGS: (Continued)

***3.2 SUBSTANDARD CONDITIONS AT 1050 E. LEXINGTON AVENUE (Report: Dan Pavao, Building Official/Fire Marshal)**

RECOMMENDATION: That the City Council:

- Open the Public Hearing and receive testimony;
- Close the Public Hearing;
- Pursuant to a verbal report given by the Building Official/Fire Marshal, make a determination regarding possible actions listed below to gain compliance in this case;
 - a) Direct staff to file a release of Notice of Restriction against the property.
 - b) Begin accrual of civil penalties in the amount of \$100 per day per violation.
 - c) Direct staff to monitor the condition of the property and to bring this case back for final resolution when all clean up and renovation of the apartment complex has been completed.

4. ADMINISTRATIVE REPORTS:

***4.1 REQUEST FOR RECERTIFICATION OF DOWNTOWN EL CAJON PROPERTY BASED BUSINESS IMPROVEMENT DISTRICT (PBID) (Report: Majed Al-Ghafry, Assistant City Manager)**

RECOMMENDATION: That the Successor Agency and the City Council:

- Approve the request from the Downtown Business Partners to initiate the proceedings for the recertification of the Downtown El Cajon Property Based Business Improvement District; and
- Authorize the Executive Director/City Manager to (1) execute the proposed petition in favor of recertification on behalf of both agencies, and (2) take such steps necessary to conduct the proceedings for the recertification of the Downtown El Cajon Property Based Business Improvement District.

***4.2 RESPONSIBLE RETAILER RECOGNITION PROGRAM (Report: Anthony Shute, Deputy Director of Community Development)**

RECOMMENDATION: That the City Council accept and approve the proposed Responsible Retailers.

5. COMMISSION REPORTS:

- *5.1 ANNUAL REPORT OF THE PUBLIC SAFETY FACILITY FINANCING OVERSIGHT COMMITTEE (Report: Public Safety Facility Financing Oversight Committee)**

RECOMMENDATION: That the City Council accept the Annual Report from the Public Safety Facility Financing Oversight Committee.

6. ACTIVITIES REPORTS OF MAYOR WELLS/COMMENTS

SANDAG (San Diego Association of Governments); SANDAG Public Safety Committee; League of California Cities, San Diego Division; Heartland; Fire Training JPA – Alternate; Indian Gaming Local Community Benefit Committee.

- *6.1 COUNCIL ACTIVITIES REPORT/COMMENTS**
- *6.2 LEGISLATIVE REPORT**

ACTIVITIES REPORTS OF COUNCILMEMBERS

7.

COUNCILMEMBER GARY KENDRICK

Heartland Communications JPA; Heartland Fire Training JPA.

- *7.1 COUNCIL ACTIVITIES REPORT/COMMENTS**

8.

MAYOR PRO TEM TONY AMBROSE

SANDAG (San Diego Association of Governments) - Alternate; SANDAG Public Safety Committee – Alternate Chamber of Commerce – Government Affairs; MTS (Metropolitan Transit System Board) - Alternate; East County Economic Development Council; METRO Commission/ Wastewater JPA.

- *8.1 COUNCIL ACTIVITIES REPORT/COMMENTS**

9.

COUNCILMEMBER BOB McCLELLAN

MTS (Metropolitan Transit System Board); Harry Griffen Park Joint Steering Committee; Heartland Communications JPA – Alternate.

- *9.1 COUNCIL ACTIVITIES REPORT/COMMENTS**

ACTIVITIES REPORTS OF COUNCILMEMBERS: (Continued)

10.

COUNCILMEMBER STAR BALES

East County Economic Development Council - Alternate; METRO Commission/
Wastewater JPA – Alternate; Indian Gaming Local Community Benefit Committee –
Alternate.

***10.1 COUNCIL ACTIVITIES REPORT/COMMENTS**

11. JOINT COUNCILMEMBER REPORTS: None

12. GENERAL INFORMATION ITEMS FOR DISCUSSION: None

13. ORDINANCES: FIRST READING - None

14. ORDINANCES: SECOND READING AND ADOPTION - None

15. CLOSED SESSIONS: None

ADJOURNMENT: The Adjourned Regular Joint Meeting of the El Cajon City Council/El Cajon Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 23rd day of February 2016, is adjourned to Tuesday, February 23, 2016, at 7:00 p.m.

GENERAL INFORMATION:

The following item is informational and is not discussed unless the Council/Authority brings the items forward for discussion under Item No. 12 of the agenda.

***A. JANUARY 2016 DONATIONS TO THE EL CAJON ANIMAL SHELTER**

In accordance with City Council Policy B-2, the following donations were received:

Bridget Branch	\$100.00
Lindsey Davidson	\$200.00

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

Tuesday, February 23, 2016
7:00 p.m.

COUNCIL CHAMBERS
200 Civic Center Way
El Cajon, California

A G E N D A

- **CALL TO ORDER:** Mayor Bill Wells
- **ROLL CALL:** City Clerk Belinda Hawley

PLEDGE OF ALLEGIANCE TO FLAG AND MOMENT OF SILENCE

- **AGENDA CHANGES:**

- **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.

*Backup Information Available – Housing Authority
and Successor Agency Items are identified.

PUBLIC HEARINGS:

- *100 REPEAL SPECIFIC PLAN NO. 337 FOR SHARED PARKING (Report: Anthony Shute, Deputy Director of Community Development)**

RECOMMENDATION: That the City Council

- Open the public hearing and receive testimony;
- Close the public hearing; and
- Move to INTRODUCE the ORDINANCE REPEALING Specific Plan No. 337.

- *101 CORREA ALTERNATIVE ACCESS – SPECIFIC PLAN NO. 527 AND TENTATIVE PARCEL MAP NO. 658 (Report: Anthony Shute, Deputy Director of Community Development)**

RECOMMENDATION: That the City Council

- Open the public hearing and receive testimony;
- Close the public hearing;
- Move to ADOPT the next resolution in order APPROVING the proposed CEQA Exemption;
- Move to ADOPT the next RESOLUTION in order APPROVING the proposed Specific Plan; and
- Move to ADOPT the next RESOLUTION in order APPROVING the proposed Tentative Parcel Map.

- *102 FY 2016-17 CDBG AND HOME ALLOCATIONS (REPORT: Anthony Shute, Deputy Director of Community Development)**

RECOMMENDATION: That the City Council

- Open the public hearing and accept public testimony;
- Accept public input for the FY 2016-17 One-Year Action Plan;
- Close the public hearing; and
- Allocate funds to projects and programs that will be funded from the FY 2016-17 Community Development Block Grant (CDBG) and HOME grant programs.

103 ITEMS CONTINUED FROM THE 3:00 P.M. MEETING (IF ANY)

ADJOURNMENT: The Adjourned Regular Joint Meeting of the El Cajon City Council/El Cajon Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 23rd day of February 2016, is adjourned to Tuesday, March 8, 2016, at 3:00 p.m.



Upcoming Events in El Cajon City Council Meeting for February 23, 2016



February 25 - The El Cajon Farmers' Market continues every Thursday in Downtown El Cajon, from 3:00 p.m. to 6:00 p.m. at the Prescott Promenade, 201 East Main Street. Enjoy fresh fruit, vegetables, bread, vendors, music and more! Visit www.elcajonfarmersmarket.org for more information.

February 26 and March 11 - Alternate Friday closures for El Cajon City offices. Please go to www.cityofelcajon.us for a full calendar of hours for City offices during 2016.

March 2 - Firefighter "Give Burns The Boot" fundraiser for the Burn Institute - 6:00 a.m. to 10:00 a.m. Firefighters from throughout the County will be collecting money at numerous street corners to raise funds for burn survivor support programs and services. Firefighters from Heartland Fire & Rescue in El Cajon will be at the intersection of East Main Street and Greenfield Drive.

March 8 and 22 - El Cajon City Council Meetings are at 3:00 p.m. and 7:00 p.m., as needed. The meetings are held in the Council Chamber at 200 Civic Center Way. For more information and to view the full agenda online please visit www.cityofelcajon.us.

March 9 - Antique & Collectible Show at the Unity Church, which is located at 311 Highland Avenue. The event will go from 12:00 p.m. noon to 4:00 p.m. See great collectibles, from artwork to jewelry and appraisals are available for \$5 an item. Free parking and admission. For more information, please call (619) 368-2055.

March 12 - RUN EC's St. Patrick's Day Half Marathon. Registration is OPEN! The Half Marathon begins at 198 West Main Street, in Downtown El Cajon, next to the El Cajon Arch. This event is hosted by the Run East County Foundation. Funds raised will benefit several East County charities. Please visit www.stpatrickshalf.com for more information, to register, or to volunteer.

March 13 - Daylight Saving Time Begins. It's time to "spring forward" and turn clocks ahead one hour at 2:00 a.m. Sunday morning. It's also a great opportunity to check and replace the batteries in your smoke and carbon monoxide (CO) alarms in your home and/or business. Visit www.heartlandfire.org for more safety tips!

Upcoming Community Events:

May 15 - 2016 AMGEN Tour of California Coming To El Cajon! The Tour, presented by AEG, will once again bring World Champions, Olympic Medalists, top Tour de France competitors, and other elite professional cyclists to the highways, byways and ocean vistas of California for an 8-day, 800 plus mile race. The first leg of the race will be in San Diego on May 15. A portion of the race will have bicyclists coming down Main Street through the City of El Cajon between 2:00 p.m. and 3:00 p.m. Visit www.amgentourofcalifornia.com/letapecalifornia for more details.

May 21 - America on Main Street in Downtown El Cajon, with the theme "The Beach Comes East!" This patriotic event is planned to coincide with the nationally recognized Armed Forces Day and celebrates the American spirit. Enjoy three stages of live entertainment, food booths, a chili cook-off, a Ferris wheel, arts & crafts, unique petting zoos, and more! Hours will be from 12:00 p.m. to 8:00 p.m. and located on East Main Street, between Magnolia Avenue and Ballantyne Street. For volunteer and sponsorship information, please call (619) 441-1762 or visit www.americaonmainstreet.org.

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



MINUTES

**CITY OF EL CAJON
EL CAJON, CALIFORNIA**

February 9, 2016

A Regular Joint Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the Redevelopment Agency of the City of El Cajon, California held Tuesday, February 9, 2016, was called to order by Mayor/Chair Bill Wells at 3:04 p.m., in the Council Chambers, 200 Civic Center Way, El Cajon, California.

ROLL CALL

Council/Agencymembers present:
Council/Agencymembers absent:
Mayor Pro Tem/Vice Chair present:
Mayor/Chair present:
Other Officers present:

Bales and McClellan
Kendrick
Ambrose
Wells
Hawley, City Clerk/Secretary
Foley, City Attorney/General Counsel
Williford, City Manager/Executive Director
Al-Ghafry, Assistant City Manager

DRAFT

PLEDGE OF ALLEGIANCE TO FLAG led by Mayor Wells and MOMENT OF SILENCE. (The Courts have concluded that sectarian prayer as part of City Council Meetings is not permitted under the Constitution).

POSTINGS: The City Clerk posted Orders of Adjournment of the January 26, 2016, meetings and the Agenda of the February 9, 2016, meetings in accordance with State Law and Council/Authority/Successor Agency to the Redevelopment Agency Policy.

PRESENTATIONS:

- San Diego County *Live Well San Diego* Initiative
- Update on San Diego Forward: The Regional Plan

AGENDA CHANGES: None

CONSENT ITEMS: (1.1 – 1.6)

MOTION BY AMBROSE, SECOND BY BALES, to APPROVE Consent Items 1.1 to 1.6.

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

1.1 MINUTES OF CITY COUNCIL/REDEVELOPMENT AGENCY MEETINGS

Approve Minutes of the January 26, 2016 Meetings of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

1.2 WARRANTS

Approve payment of Warrants as submitted by the Finance Department.

1.3 APPROVAL OF READING BY TITLE AND WAIVER OF READING IN FULL OF ORDINANCES ON AGENDA

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

CONSENT ITEMS: (Continued)

- 1.4 RESOLUTIONS: APPROVAL OF PLANS AND SPECIFICATIONS FOR FEDERAL-AID PROJECT, UPGRADE TRAFFIC SIGNALS – AVOCADO AVENUE - BALLANTYNE STREET, HSIPL 5211(032), PW3515 / BID NO. 029-16
(Report: Dennis Davies, Deputy Director of Public Works)**

Adopt RESOLUTION NO. 014-16 to approve Plans and Specifications for the Upgrade Traffic Signals - Avocado Avenue - Ballantyne Street project, and adopt RESOLUTION NO. 015-16 to direct a Notice Inviting Sealed Bids to be opened on March 10, 2016.

- 1.5 RESOLUTION: AWARD OF BID NO. 022-16, INSTALLATION OF PEDESTRIAN CURB RAMPS AND TRAFFIC SAFETY CALMING DEVICES 2016 (Report: Nahid Razi, Purchasing Agent)**

- Find the second, fourth, and seventh low bidders non-responsive, each for the reasons set forth in this agenda report; and
- Adopt RESOLUTION NO. 016-16 to award the bid to the lowest responsive, responsible bidder, New Century Construction, Inc., in the amount of \$152,275.00; and
- Increase the appropriation in the Transportation CIP (550000) Pedestrian Curb Ramps and Traffic Safety Calming Devices 2016 (PW3491) project by \$39,000.00; and
- Increase the appropriation in the funding source TransNet (503000) fund by \$39,000.00; and
- Authorize a transfer of \$39,000.00 from the 503000 fund to the 550000 fund.

- 1.6 DONATION OF A 2016 TOYOTA TUNDRA TRUCK BY TOYOTA OF EL CAJON TO THE EL CAJON POLICE DEPARTMENT
(Report: Jeff Davis, Police Chief)**

Authorize the City Manager or designee to accept the donation of a 2016 Toyota Tundra pickup truck from Toyota of El Cajon, valued at \$39,615.00, for use by the Special Operations Unit – Bike Team.

PUBLIC COMMENT:

David Miyashiro, Superintendent, Cajon Valley Union School District, **Karen Minshew**, Director of Learning Support Services and **Tamara Otero**, Board President, presented a Certificate of Recognition to the El Cajon Police Department, Chief of Police, Jeff Davis accepted the award.

Chris Leeper announced the beginning of 40 days of Hope devotional, and shared a prayer with the audience.

Sunshine Horton shared a few memories of living in El Cajon, and announced she is living full time in the City again.

Sara Ramirez announced that the City has been awarded another KaBOOM! Grant to build a new playground adjacent to the Ronald Reagan Community Center, and invited the community to attend 'design day' on February 17, 2016. Build day is scheduled for April 8, 2016. Sara thanked **Mayor Pro Tem Ambrose** for bringing in the first KaBOOM! project to the City.

Councilmember McClellan read about Frederick Douglass in honor of Black History Month.

2. **WRITTEN COMMUNICATIONS: None**

3. **PUBLIC HEARINGS: None**

4. **ADMINISTRATIVE REPORTS:**

4.1 **RESOLUTION: AGREEMENT WITH SC VALLEY ENGINEERING, INC., RFP 019-16, FOR PRE-CONSTRUCTION SERVICES FOR THE JOHNSON AVENUE SEWER RELIEF PROJECT-PHASE II (JASRP-II)
(Report: Dennis Davies, Deputy Director of Public Works)**

RECOMMENDATION: That the City Council adopt the next RESOLUTION in order to:

- Approve the selection of SC Valley Engineering, Inc. as the construction consultant for Pre-construction Services for the JASRP-II; and
- Authorize the City Manager to execute a contract with SC Valley Engineering, Inc. for Pre-construction Services for the JASRP-II with such changes as may be approved by the City Manager.

ADMINISTRATIVE REPORTS: (Item 4.1 – Continued)

DISCUSSION

Assistant City Manager Al Ghafry gave a summary of the Item, and introduced **Associate Engineer David Keltner** to present a slide show with information about the project.

Discussion ensued among **Council** and **Staff** concerning the following:

- The thickness of the new pipe line;
- Capacity factors;
- Safety measures for the pipes during an earthquake;
- Life expectancy for the new pipeline.

MOTION BY McCLELLAN, SECOND BY BALES to ADOPT RESOLUTION NO. 017-16 to APPROVE the selection of SC Valley Engineering, Inc. as the construction consultant for Pre-construction Services for the JASRP-II; and Authorize the City Manager to execute a contract with SC Valley Engineering, Inc. for Pre-construction Services for the JASRP-II with such changes as may be approved by the City Manager.

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

5. COMMISSION REPORTS: None

6. ACTIVITIES REPORTS OF MAYOR WELLS/COMMENTS

SANDAG (San Diego Association of Governments); SANDAG Public Safety Committee – Chair; League of California Cities, San Diego Division; Heartland Fire Training JPA – Alternate; Indian Gaming Local Community Benefit Committee.

6.1 Council Activities Report/Comments

REPORT AS STATED.

6.2 LEGISLATIVE REPORT

ACTIVITIES REPORTS OF MAYOR WELLS (Continued)

6.3 DRAFT LETTER REGARDING COUNTY OF SAN DIEGO MARIJUANA ORDINANCE

RECOMMENDATION: That the City Council approve the attached letter for transmittal.

DISCUSSION

Mayor Wells provided a summary of the Item.

Misty Dornan, from the Julian Drug Coalition, and **Sandra Sladkey** attended in support but did not wish to speak.

Dana Stevens, representing CASA, spoke in support of the proposed San Diego County Ordinance to prohibit the dispensaries and cultivation of marijuana products.

Councilmember McClellan stated that the City needs to implement laws to close up the dispensaries quickly when they appear in the City.

No one else came up to speak.

MOTION BY WELLS, SECOND BY AMBROSE, to APPROVE transmittal of the letter regarding County of San Diego Marijuana Ordinance.

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

ACTIVITIES REPORTS OF COUNCILMEMBERS

7.

COUNCILMEMBER GARY KENDRICK

Heartland Communications JPA; Heartland Fire Training JPA.

7.1 Council Activities Report/Comments

ACTIVITIES REPORTS OF COUNCILMEMBERS (Continued)

8.

MAYOR PRO TEM TONY AMBROSE

SANDAG – Alternate; SANDAG Public Safety Committee – Alternate; Chamber of Commerce – Government Affairs; MTS (Metropolitan Transit System Board) – Alternate; East County Economic Development Council; METRO Commission/Wastewater JPA.

8.1 Council Activities Report/Comments

REPORT AS STATED.

9.

COUNCILMEMBER BOB McCLELLAN

MTS (Metropolitan Transit System Board); Harry Griffen Park Joint Steering Committee; Heartland Communications JPA – Alternate.

9.1 Council Activities Report/Comments

REPORT AS STATED.

10.

COUNCILMEMBER STAR BALES

East County Economic Development Council – Alternate; METRO Commission/Wastewater JPA – Alternate; Indian Gaming Local Community Benefit Committee – Alternate.

10.1 Council Activities Report/Comments

In addition to the submitted report, **Councilmember Bales** wished everyone a Happy Valentine’s Day.

11. JOINT COUNCILMEMBER REPORTS: None

12. GENERAL INFORMATION ITEMS FOR DISCUSSION: None

13. ORDINANCES: FIRST READING - None

14. ORDINANCES: SECOND READING AND ADOPTION - None

15. CLOSED SESSION: None

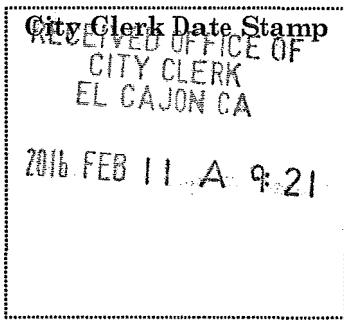
Adjournment: Mayor Wells adjourned the Regular Joint Meeting of the City Council/Housing Authority/Successor Agency to the Redevelopment Agency held this 9th day of February 2016, at 4:24 p.m. to Tuesday, February 23, 2016, at 3:00 p.m.

BELINDA A. HAWLEY, CMC
City Clerk/Secretary

DRAFT

**APPROVAL OF READING BY TITLE AND WAIVER OF READING
OF ORDINANCES ON THIS AGENDA**

The City Council waives the reading of the full text of every ordinance contained in this agenda and approves the reading of the ordinance title only.



City of El Cajon Agenda Report

MEETING: Feb. 23, 2016

ITEM NO: 1.4

TO: Mayor Wells, Mayor Pro Tem Ambrose,
Councilmembers Bales, Kendrick, and McClellan

FROM: Director of Finance and Treasurer

SUBJECT: October – December 2015 Quarterly Treasurer’s Report



RECOMMENDATION: That the City Council receives the Treasurer’s Report for the quarter ending December 30, 2015.

BACKGROUND: Per the City’s investment policy, the latest quarterly Treasurer’s Report is presented for Council receipt and approval.

Investment Trends/Economy – The Federal Open Market Committee (FOMC) stated in a December, 2015 press release that “labor market conditions improved further even as economic growth slowed” and that “The Committee currently expects that, with gradual adjustments in the stance of monetary policy, economic activity will expand at a moderate pace and labor market indicators will continue to strengthen.” Therefore “the Committee decided to raise the target range for the federal funds rate from 1/4 to 1/2 percent,” which marks the first adjustment in this rate in many years.

Recent releases from the Economic and Statistics Administration reported continued increases in both Gross Domestic Product and Personal Income, while the Department of Commerce reported increases from last year in New Residential Construction starts and New Residential Sales. The S&P/Case-Schiller Home Price Index indicates home values have increased both nationally, and in the San Diego market, over the past 12 months. “The USD Burnham-Moores Center for Real Estate’s Index of Leading Economic Indicators for San Diego County” improved over the final three months of 2015 after “a stretch of three consecutive monthly decreases.” However, “The forecast is for 35,000 jobs to be added locally in 2016, with the unemployment rate dropping to 4.5%.” indicating a positive outlook for the year.

U.S. Treasuries – As of December 31, 2015, the daily yield was 1.06% for a 2-year Treasury and 1.76% for a 5-year Treasury. Compared to the prior year, the 2-year Treasuries increased 24 basis points and the 5-year Treasuries increased 11 basis points.

U.S. Government Agencies – As of the end of the quarter, the yield was 1.17% for a 2-year and 1.94% for a 5-year Federal Agency investment. The City's investment portfolio is comprised largely of U.S. Government securities because they continue to offer a higher return than U.S. Treasuries.

LAIF & CAMP Pools – Consistent with market conditions, interest rates in LAIF and CAMP remain very low. The quarter to date yield for LAIF was 0.37% and the 7-day yield for CAMP was 0.17%.

Outlook & Strategy – Longer term investment returns have dipped as the Federal Open Market Committee anticipates continued increases in the federal funds rate. As a result, the current strategy is to maintain flexibility in order to take advantage of higher future long term investment returns when 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 four sections:

Operating Cash – The Union 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 from U.S. Bank to the City's main checking account at Union Bank.

Operating Investments – The City's operating investments are invested in CAMP portfolio investments (60.69%) earning 1.02%, followed by LAIF (38.76%) earning 0.37%, and the remainder in the CAMP investment pool (0.55%) earning 0.17%. The investment portfolio make-up of LAIF and CAMP pools is attached. In addition to maximizing yield, these investments provide for safety and liquidity in meeting the City's operational needs.

ECPFA Revenue Bond Investments – The Bank of New York Mellon was the Trustee for the 2009 Revenue Bonds, which were paid off on August 1, 2015. All bond investments were utilized in the final payment.

Successor Agency Investments – The Successor Agency's operating investments, totaling \$885,880, are invested in LAIF. The Bank of New York Mellon is the Trustee and the required bond reserve account has a market value of \$1,317,604. The debt service fund of \$18 is a temporary holding account in which the Trustee receives payment from the Successor Agency to make payments to the bond holders on October 1. Bond proceeds of \$2,870,194 are invested in LAIF.

FISCAL IMPACT: Interest earned for the first quarter of the fiscal year, on a cash basis, was \$244,683. Market value is slightly lower than the original investment cost.

PREPARED BY:

APPROVED BY:



**Clay Schoen
DIRECTOR OF FINANCE AND
TREASURER**



**Douglas Williford
CITY MANAGER**



**CITY OF EL CAJON TREASURER'S REPORT
AS OF DECEMBER 31, 2015**

Cash Basis

	Balance as of <u>December 31, 2015</u>	Quarter to Date		Fiscal Year to Date Interest Earnings	Market Value*
		Yield/Interest Rate	Interest Earnings		
<u>Operating Cash</u>					
UBOC Checking (Master)	\$ 2,714,894	0.15%	\$ 1,441	\$ 1,589	\$ 2,714,894
US Bank (Merchant Processing)	18,831	n/a	-	-	18,831
Petty Cash	4,320	n/a	-	-	4,320
Total Operating Cash	\$ 2,738,045		\$ 1,441	\$ 1,589	\$ 2,738,045
<u>Operating Investments</u>					
LAIF ⁽¹⁾ - City Pool	\$ 33,673,124	0.37%	\$ 27,336	\$ 59,071	\$ 33,645,747
CAMP ⁽²⁾ Cash Management	475,669	0.17%	212	282	475,669
CAMP Managed Portfolio	52,728,873	1.02%	211,167	339,519	52,699,649
Total Operating Investments	\$ 86,877,666		\$ 238,715	\$ 398,872	\$ 86,821,065
Total Operating Cash and Investments	\$ 89,615,711		\$ 240,156	\$ 400,461	\$ 89,559,110
<u>ECPFA Revenue Bond Investments</u>					
The Bank of New York Mellon Trust Co.	\$ -	0.00%	\$ 52	\$ 52	\$ -
<u>Successor Agency Investments</u>					
LAIF - Operating Investments	\$ 885,880	0.37%	\$ 1,549	\$ 4,683	\$ 885,160
LAIF - Bond Proceeds, 2007	2,870,194	0.37%	2,886	5,971	2,867,861
The Bank of New York Mellon Trust Co.:					
Bond Reserve Fund	1,317,604	0.01%	75	75	1,317,604
Bond Debt Service Fund	18	0.01%	17	69	18
Total Successor Agency	\$ 5,073,696		\$ 4,527	\$ 10,797	\$ 5,070,643
Grand Total Cash and Investments	\$ 94,689,407		\$ 244,683	\$ 411,310	\$ 94,629,753

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

January 29, 2016

Date

*Source: Bank and Trustee Statements

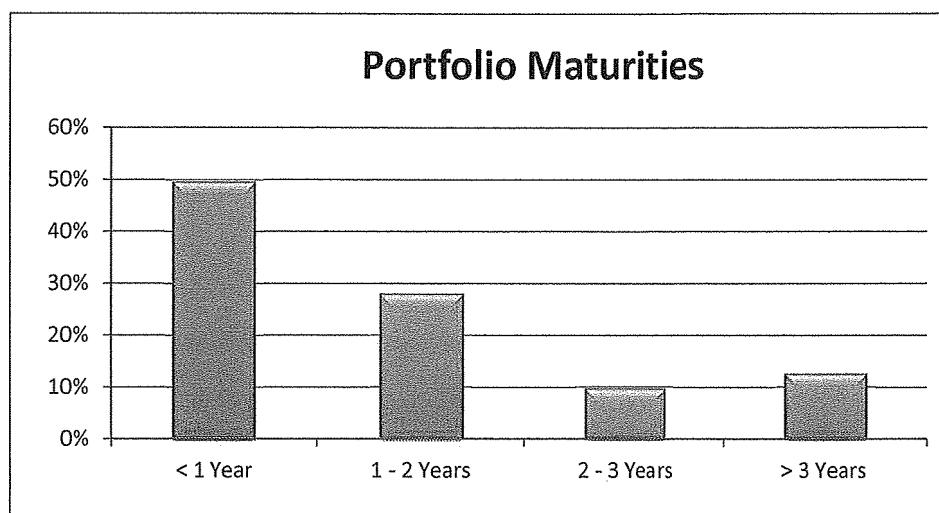
Note (1): The Local Agency Investment Fund (LAIF) is a voluntary investment alternative for California's local governments and special districts authorized by the California Government Code. LAIF is managed by the State Treasurer's Office with oversight by the Local Agency Investment Advisory Board. 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 (2): 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 DECEMBER 31, 2015

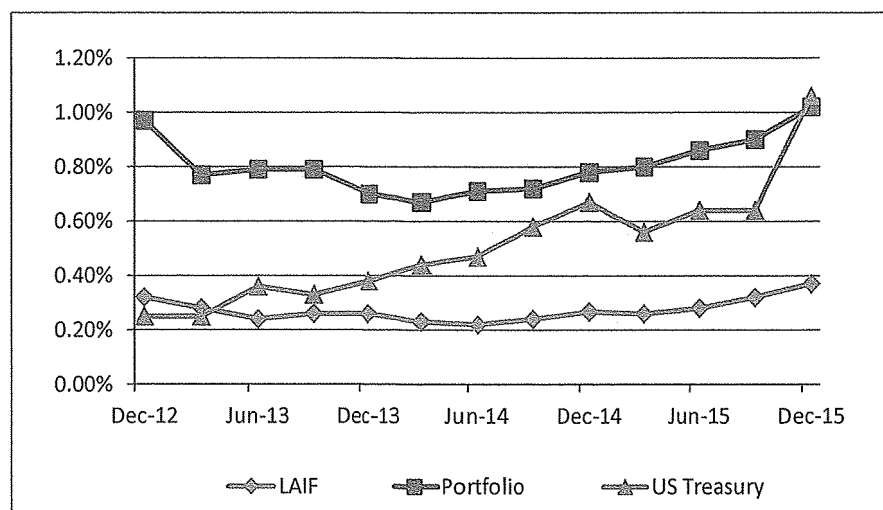
Type of Investment	< 1 Year	1 - 2 Years	2 - 3 Years	> 3 Years
LAIF - City Pool	33,673,124	-	-	-
CAMP Cash Management	475,669	-	-	-
CAMP Managed Portfolio:				
FHLMC Notes	-	4,325,000	-	-
FMCC Global Notes	1,340,000	2,000,000	-	-
FNMA Benchmark/Global Notes	4,665,000	5,735,000	-	7,580,000
FHLB Notes/Global Bonds	4,580,000	3,495,000	-	-
US Treasury Notes	1,000,000	8,405,000	6,945,000	-
Corporate Bonds/Notes	-	900,000	1,000,000	2,000,000
Totals	\$ 45,733,793	\$ 25,760,000	\$ 8,945,000	\$ 11,580,000

Portfolio Percentage	49.70%	27.99%	9.72%	12.58%
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QUARTERLY YIELD COMPARISONS

Quarter Ending	LAIF (1)	Portfolio (2)	US Treasury (3)
Dec-12	0.32%	0.97%	0.25%
Mar-13	0.28%	0.77%	0.25%
Jun-13	0.24%	0.79%	0.36%
Sep-13	0.26%	0.79%	0.33%
Dec-13	0.26%	0.70%	0.38%
Mar-14	0.23%	0.67%	0.44%
Jun-14	0.22%	0.71%	0.47%
Sep-14	0.24%	0.72%	0.58%
Dec-14	0.27%	0.78%	0.67%
Mar-15	0.26%	0.80%	0.56%
Jun-15	0.28%	0.86%	0.64%
Sep-15	0.32%	0.90%	0.64%
Dec-15	0.37%	1.02%	1.06%



(1) per State Treasurer's Office, LAIF-PMIA Earnings Yield Rate (average quarterly return)

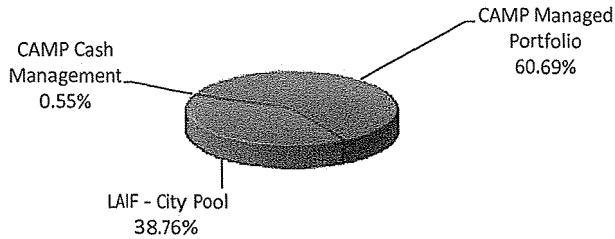
(2) per CAMP Portfolio report

(3) per U.S. Treasury 2-year daily yield curve rate

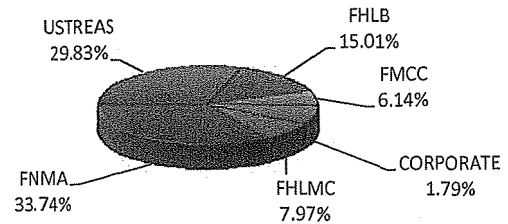
**CITY OF EL CAJON
OPERATING INVESTMENTS COMPOSITION (AT COST)
AS OF DECEMBER 31, 2015**

<u>Operating Investments</u>	<u>Type of Investment</u>	<u>Investment Amount</u>	<u>% of Total Investments</u>	<u>Prior Quarter Investment Amount</u>	<u>% Change From Prior Quarter</u>
LAIF - City Pool	(See attached graph)	\$ 33,673,124	38.76%	\$ 27,866,473	20.84%
CAMP Cash Management	Cash Reserve Portfolio	475,669	0.55%	240,335	97.92%
CAMP Managed Portfolio	Federal Agency & Corporate Bonds/Notes	52,728,873	60.69%	53,022,874	-0.55%
Total Operating Investments		\$ 86,877,666	100.00%	\$ 81,129,682	7.08%

Operating Investments

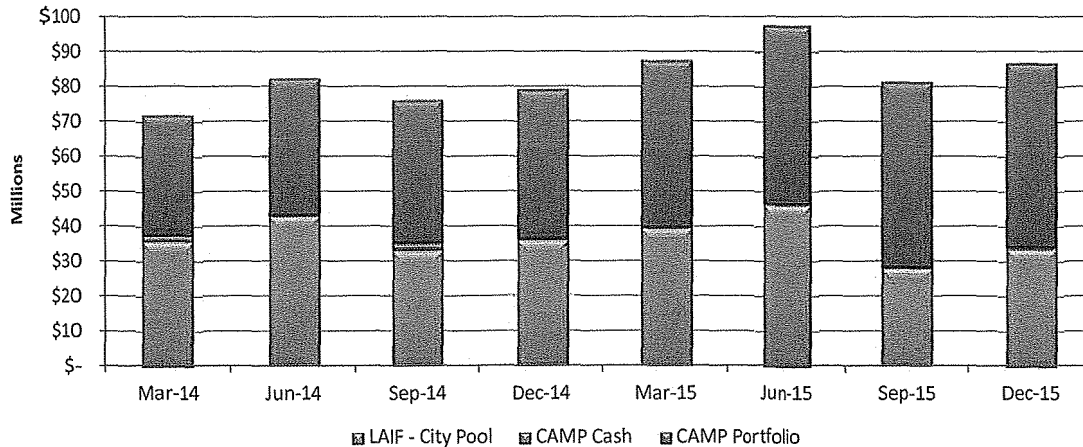


**CAMP Investment Portfolio
Issuers by Market Value**



HISTORICAL COMPOSITION

	Quarter Ending							
	<u>Mar-14</u>	<u>Jun-14</u>	<u>Sep-14</u>	<u>Dec-14</u>	<u>Mar-15</u>	<u>Jun-15</u>	<u>Sep-15</u>	<u>Dec-15</u>
LAIF - City Pool	\$ 35,836,949	\$ 42,867,200	\$ 32,821,075	\$ 35,811,868	\$ 39,289,896	\$ 46,271,437	\$ 27,866,473	\$ 33,673,124
CAMP Cash	1,762,675	93,861	2,177,188	345,500	299,262	92,474	240,335	475,669
CAMP Portfolio	34,353,044	39,184,003	40,827,991	42,783,891	47,840,391	51,273,651	53,022,874	52,728,873
Total	\$ 71,952,668	\$ 82,145,064	\$ 75,826,254	\$ 78,941,259	\$ 87,429,549	\$ 97,637,562	\$ 81,129,682	\$ 86,877,666





**JOHN CHIANG
TREASURER
STATE OF CALIFORNIA**



PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
12/31/15	0.43	0.38	179
01/01/16	0.43	0.43	178
01/02/16	0.43	0.43	178
01/03/16	0.43	0.43	178
01/04/16	0.44	0.43	185
01/05/16	0.44	0.43	184
01/06/16	0.44	0.43	184
01/07/16	0.44	0.44	185
01/08/16	0.45	0.44	186
01/09/16	0.45	0.44	186
01/10/16	0.45	0.44	186
01/11/16	0.45	0.44	184
01/12/16	0.45	0.44	184
01/13/16	0.45	0.44	183

*Daily yield does not reflect capital gains or losses

LAIF Performance Report

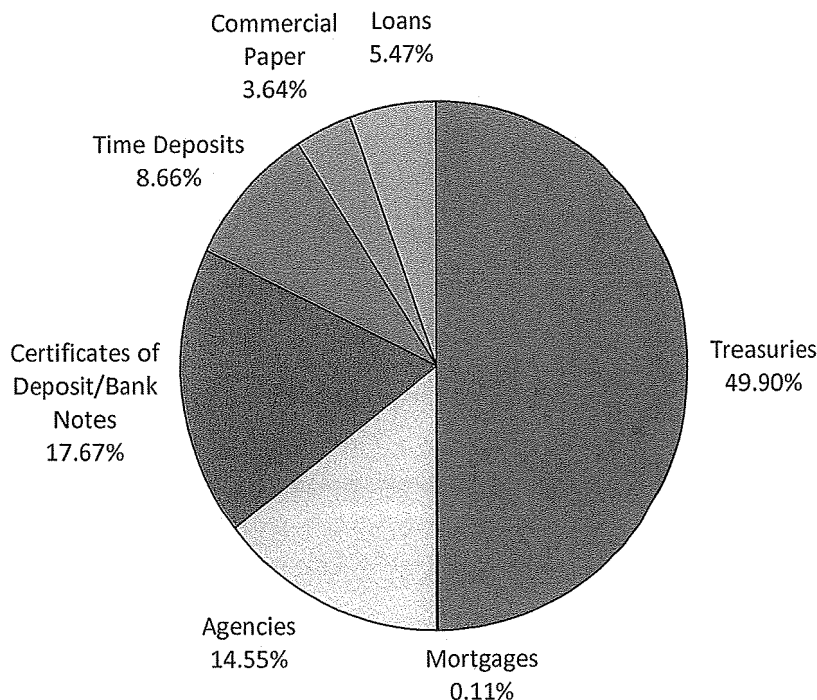
Quarter Ending 12/31/15

Apportionment Rate: 0.37%
 Earnings Ratio: 0.00001006140492611
 Fair Value Factor: 0.999186963
 Daily: 0.43%
 Quarter to Date: 0.38%
 Average Life: 179

PMIA Average Monthly Effective Yields

DEC 2015 0.400%
NOV 2015 0.374%
OCT 2015 0.357%

**Pooled Money Investment Account
Portfolio Composition
12/31/15
\$65.6 billion**





Account Statement - Transaction Summary

For the Month Ending **December 31, 2015**

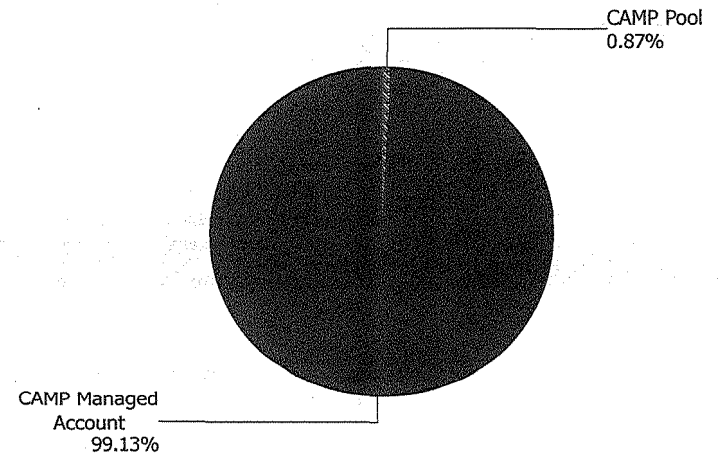
CITY OF EL CAJON - OPERATING FUNDS - 505-00

CAMP Pool	
Opening Market Value	420,777.70
Purchases	59,092.81
Redemptions	(4,201.30)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$475,669.21
Cash Dividends and Income	86.56

CAMP Managed Account	
Opening Market Value	54,167,676.70
Purchases	0.00
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	(121,230.98)
Closing Market Value	\$54,046,445.72
Cash Dividends and Income	59,006.25

Asset Summary		
	December 31, 2015	November 30, 2015
CAMP Pool	475,669.21	420,777.70
CAMP Managed Account	54,046,445.72	54,167,676.70
Total	\$54,522,114.93	\$54,588,454.40

Asset Allocation





Managed Account Summary Statement

For the Month Ending **December 31, 2015**

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

Transaction Summary - Money Market		Transaction Summary - Managed Account		Account Total	
Opening Market Value	\$420,777.70	Opening Market Value	\$54,167,676.70	Opening Market Value	\$54,588,454.40
Purchases	59,092.81	Maturities/Calls	0.00		
Redemptions	(4,201.30)	Principal Dispositions	0.00		
		Principal Acquisitions	0.00		
		Unsettled Trades	0.00		
		Change in Current Value	(121,230.98)		
Closing Market Value	\$475,669.21	Closing Market Value	\$54,046,445.72	Closing Market Value	\$54,522,114.93
Dividend	86.56				

Earnings Reconciliation (Cash Basis) - Managed Account	
Interest/Dividends/Coupons Received	59,006.25
Less Purchased Interest Related to Interest/Coupons	0.00
Plus Net Realized Gains/Losses	0.00
Total Cash Basis Earnings	\$59,006.25

Cash Balance	
Closing Cash Balance	\$0.00

Earnings Reconciliation (Accrual Basis)	Managed Account	Total
Ending Amortized Value of Securities	54,187,054.76	54,662,723.97
Ending Accrued Interest	155,593.64	155,593.64
Plus Proceeds from Sales	0.00	4,201.30
Plus Proceeds of Maturities/Calls/Principal Payments	0.00	0.00
Plus Coupons/Dividends Received	59,006.25	59,006.25
Less Cost of New Purchases	0.00	(59,092.81)
Less Beginning Amortized Value of Securities	(54,202,745.13)	(54,623,522.83)
Less Beginning Accrued Interest	(152,714.81)	(152,714.81)
Dividends	0.00	86.56
Total Accrual Basis Earnings	\$46,194.71	\$46,281.27

Cash Transactions Summary- Managed Account	
Maturities/Calls	0.00
Sale Proceeds	0.00
Coupon/Interest/Dividend Income	59,006.25
Principal Payments	0.00
Security Purchases	0.00
Net Cash Contribution	(59,006.25)
Reconciling Transactions	0.00



Portfolio Summary and Statistics

For the Month Ending **December 31, 2015**

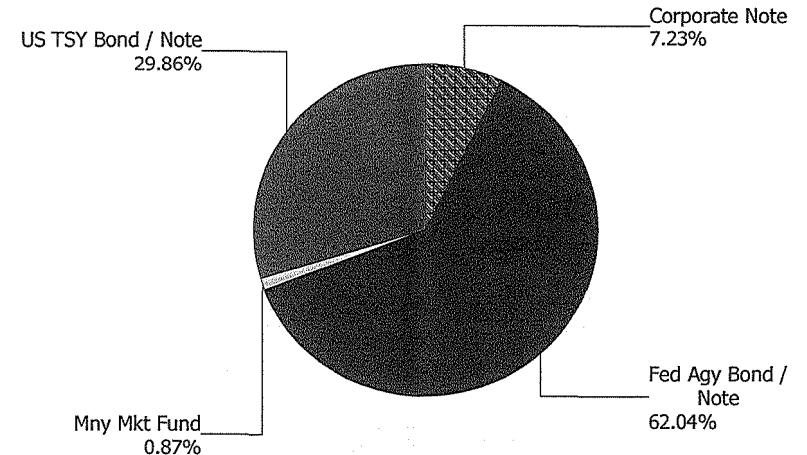
CITY OF EL CAJON - OPERATING FUNDS - 505-00 - (12510521)

Account Summary

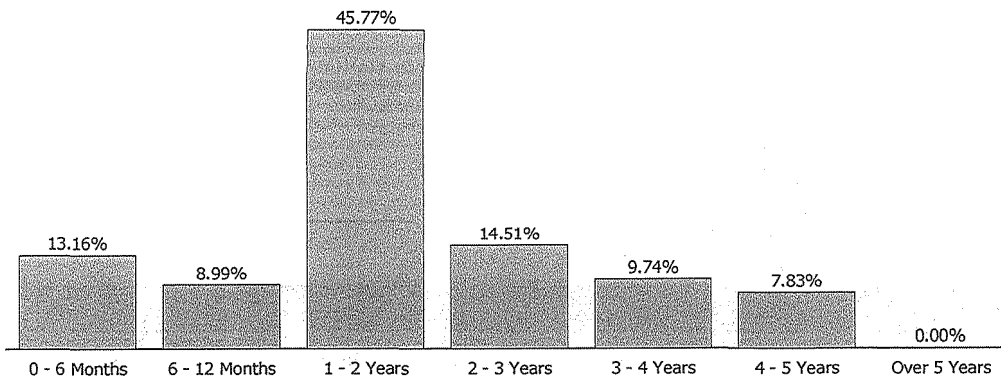
Description	Par Value	Market Value	Percent
U.S. Treasury Bond / Note	16,350,000.00	16,281,855.14	29.86
Federal Agency Bond / Note	33,720,000.00	33,821,221.98	62.04
Corporate Note	3,900,000.00	3,943,368.60	7.23
Managed Account Sub-Total	53,970,000.00	54,046,445.72	99.13%
Accrued Interest		155,593.64	
Total Portfolio	53,970,000.00	54,202,039.36	
CAMP Pool	475,669.21	475,669.21	0.87
Total Investments	54,445,669.21	54,677,708.57	100.00%

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

Sector Allocation



Maturity Distribution



Characteristics

Yield to Maturity at Cost	1.02%
Yield to Maturity at Market	1.12%
Duration to Worst	1.78
Weighted Average Days to Maturity	666



Managed Account Issuer Summary

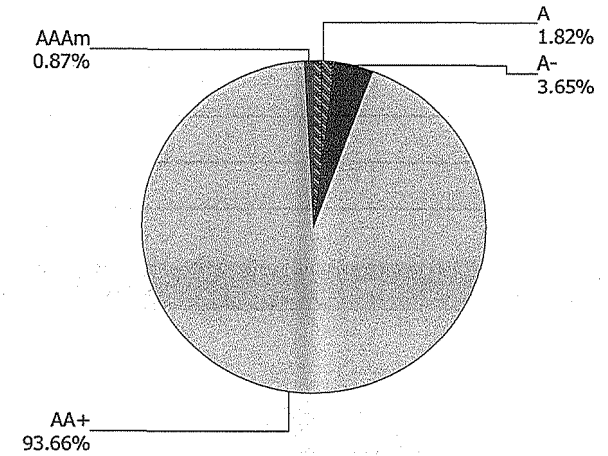
For the Month Ending December 31, 2015

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

Issuer Summary

Issuer	Market Value of Holdings	Percent
AMERICAN EXPRESS CO	999,903.00	1.83
CAMP Pool	475,669.21	0.87
FANNIE MAE	18,011,756.86	33.04
FEDERAL HOME LOAN BANKS	8,140,565.77	14.93
FREDDIE MAC	7,668,899.35	14.07
GENERAL ELECTRIC CO	959,646.60	1.76
JP MORGAN CHASE & CO	992,580.00	1.82
UNITED STATES TREASURY	16,281,855.14	29.86
WELLS FARGO & COMPANY	991,239.00	1.82
Total	\$54,522,114.93	100.00%

Credit Quality (S&P Ratings)





Managed Account Detail of Securities Held

For the Month Ending **December 31, 2015**

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
U.S. Treasury Bond / Note												
US TREASURY NOTES DTD 10/31/2011 1.000% 10/31/2016		912828RM4	1,000,000.00	AA+	Aaa	07/07/14	07/08/14	1,007,343.75	0.68	1,703.30	1,002,648.13	1,001,953.00
US TREASURY NOTES DTD 01/03/2012 0.875% 12/31/2016		912828RX0	2,000,000.00	AA+	Aaa	12/24/14	12/29/14	2,004,609.38	0.76	48.08	2,002,300.96	2,001,250.00
US TREASURY NOTES DTD 07/02/2012 0.750% 06/30/2017		912828TB6	1,000,000.00	AA+	Aaa	07/07/14	07/08/14	992,695.31	1.00	20.60	996,300.84	996,875.00
US TREASURY NOTES DTD 08/31/2012 0.625% 08/31/2017		912828TM2	1,000,000.00	AA+	Aaa	10/01/14	10/02/14	988,125.00	1.04	2,111.95	993,179.09	993,594.00
US TREASURY NOTES DTD 10/01/2012 0.625% 09/30/2017		912828TS9	1,000,000.00	AA+	Aaa	06/17/14	06/20/14	983,710.94	1.13	1,588.11	991,253.96	993,086.00
US TREASURY NOTES DTD 11/30/2012 0.625% 11/30/2017		912828UA6	1,580,000.00	AA+	Aaa	05/26/15	05/27/15	1,571,050.78	0.85	863.39	1,573,166.94	1,566,916.02
US TREASURY NOTES DTD 11/30/2012 0.625% 11/30/2017		912828UA6	1,825,000.00	AA+	Aaa	05/07/14	05/08/14	1,791,565.43	1.15	997.27	1,806,886.73	1,809,887.18
US TREASURY NOTES DTD 12/31/2012 0.750% 12/31/2017		912828UE8	2,000,000.00	AA+	Aaa	12/24/14	12/29/14	1,972,421.88	1.22	41.21	1,981,561.28	1,986,484.00
US TREASURY NOTES DTD 05/31/2013 1.000% 05/31/2018		912828VE7	1,580,000.00	AA+	Aaa	05/26/15	05/27/15	1,578,889.06	1.02	1,381.42	1,579,107.55	1,571,915.14
US TREASURY NOTES DTD 10/31/2013 1.250% 10/31/2018		912828WD8	2,000,000.00	AA+	Aaa	10/26/15	10/27/15	2,017,578.13	0.95	4,258.24	2,016,533.48	1,997,188.00
US TREASURY NOTES DTD 12/02/2013 1.250% 11/30/2018		912828A34	1,365,000.00	AA+	Aaa	11/25/15	11/30/15	1,364,840.04	1.25	1,491.80	1,364,844.64	1,362,706.80
Security Type Sub-Total			16,350,000.00					16,272,829.70	1.01	14,505.37	16,307,783.60	16,281,855.14
Federal Agency Bond / Note												
FNMA GLOBAL BENCHMARK NOTES DTD 02/16/2006 5.000% 03/15/2016		31359MH89	1,680,000.00	AA+	Aaa	03/09/12	03/12/12	1,953,890.40	0.85	24,733.33	1,694,256.60	1,695,654.24
FANNIE MAE GLOBAL NOTES DTD 02/15/2013 0.500% 03/30/2016		3135G0VA8	1,665,000.00	AA+	Aaa	02/21/13	02/22/13	1,665,949.05	0.48	2,104.38	1,665,075.96	1,665,128.21



Managed Account Detail of Securities Held

For the Month Ending **December 31, 2015**

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
Federal Agency Bond / Note											
FREDDIE MAC GLOBAL NOTES DTD 03/07/2013 0.500% 05/13/2016	3137EADO9	1,340,000.00	AA+	Aaa	11/25/13	11/26/13	1,340,964.80	0.47	893.33	1,340,144.28	1,340,113.90
FEDERAL HOME LOAN BANK GLOBAL NOTES DTD 05/10/2013 0.375% 06/24/2016	3133834R9	2,000,000.00	AA+	Aaa	06/26/13	06/27/13	1,975,060.00	0.80	145.83	1,995,954.04	1,997,494.00
FHLB NOTES DTD 08/07/2014 0.500% 09/28/2016	3130A2T97	1,000,000.00	AA+	Aaa	02/24/15	02/25/15	999,540.00	0.53	1,291.67	999,785.45	998,245.00
FANNIE MAE NOTES DTD 10/20/2011 1.375% 11/15/2016	3135G0ES8	1,320,000.00	AA+	Aaa	11/25/13	11/26/13	1,349,158.80	0.62	2,319.17	1,328,619.60	1,326,128.76
FHLB NOTES DTD 11/17/2014 0.625% 11/23/2016	3130A3J70	1,580,000.00	AA+	Aaa	05/26/15	05/27/15	1,581,611.60	0.56	1,042.36	1,580,969.73	1,576,904.78
FANNIE MAE GLOBAL NOTES DTD 01/09/2012 1.250% 01/30/2017	3135G0GY3	1,565,000.00	AA+	Aaa	01/31/13	02/01/13	1,596,753.85	0.73	8,205.38	1,573,674.87	1,570,868.75
FANNIE MAE GLOBAL NOTES DTD 01/09/2012 1.250% 01/30/2017	3135G0GY3	1,670,000.00	AA+	Aaa	02/21/13	02/22/13	1,706,205.60	0.69	8,755.90	1,680,029.87	1,676,262.50
FHLMC NOTES DTD 01/21/2014 0.875% 02/22/2017	3137EADT3	1,000,000.00	AA+	Aaa	10/01/14	10/02/14	1,000,980.00	0.83	3,135.42	1,000,471.45	999,479.00
FREDDIE MAC GLOBAL NOTES DTD 01/30/2012 1.000% 03/08/2017	3137EADC0	1,000,000.00	AA+	Aaa	06/17/14	06/20/14	1,002,400.00	0.91	3,138.89	1,001,056.13	1,000,829.00
FHLB NOTES (CALLABLE) DTD 03/17/2015 0.800% 03/17/2017	3130A4GT3	2,000,000.00	AA+	Aaa	03/16/15	03/17/15	1,999,680.00	0.81	4,622.22	1,999,805.64	1,994,880.00
FHLMC NOTES DTD 03/26/2012 1.250% 05/12/2017	3137EADF3	1,325,000.00	AA+	Aaa	11/25/13	11/26/13	1,342,450.25	0.86	2,254.34	1,331,938.04	1,327,048.45
FHLMC NOTES DTD 03/26/2012 1.250% 05/12/2017	3137EADF3	2,000,000.00	AA+	Aaa	06/26/13	06/27/13	2,003,640.00	1.20	3,402.78	2,001,302.72	2,003,092.00
FHLB GLOBAL BONDS DTD 05/02/2007 4.875% 05/17/2017	3133XK0X6	1,495,000.00	AA+	Aaa	02/11/15	02/12/15	1,630,177.90	0.83	8,907.71	1,577,571.11	1,573,041.99
FREDDIE MAC GLOBAL NOTES DTD 06/25/2012 1.000% 07/28/2017	3137EADJ5	1,000,000.00	AA+	Aaa	01/22/15	01/23/15	1,005,700.00	0.77	4,250.00	1,003,583.93	998,337.00



Managed Account Detail of Securities Held

For the Month Ending **December 31, 2015**

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
Federal Agency Bond / Note												
FANNIE MAE GLOBAL NOTES DTD 09/24/2012 0.875% 10/26/2017		3135G0PO0	1,000,000.00	AA+	Aaa	01/22/15	01/23/15	998,930.00	0.91	1,579.86	999,292.94	995,870.00
FANNIE MAE GLOBAL NOTES DTD 10/30/2012 0.875% 12/20/2017		3135G0RT2	1,500,000.00	AA+	Aaa	02/11/15	02/12/15	1,491,510.00	1.08	401.04	1,494,119.48	1,492,803.00
FANNIE MAE BENCHMARK NOTE DTD 01/13/2014 1.875% 02/19/2019		3135G0ZA4	1,550,000.00	AA+	Aaa	06/22/15	06/23/15	1,576,272.50	1.40	10,656.25	1,572,607.60	1,570,801.00
FNMA NOTES DTD 05/12/2014 1.750% 06/20/2019		3135G0ZE6	1,565,000.00	AA+	Aaa	06/22/15	06/23/15	1,579,460.60	1.51	836.84	1,577,618.13	1,576,989.47
FNMA NOTES DTD 07/28/2014 1.750% 09/12/2019		3135G0ZG1	1,155,000.00	AA+	Aaa	08/28/15	08/31/15	1,171,100.70	1.39	6,119.90	1,169,803.29	1,161,094.94
FNMA NOTES DTD 01/12/2015 1.625% 01/21/2020		3135G0A78	1,310,000.00	AA+	Aaa	08/28/15	08/31/15	1,317,113.30	1.50	9,461.11	1,316,593.77	1,305,059.99
FNMA BENCHMARK NOTES DTD 04/27/2015 1.500% 06/22/2020		3135G0D75	2,000,000.00	AA+	Aaa	10/26/15	10/27/15	2,002,180.00	1.48	750.00	2,002,110.64	1,975,096.00
Security Type Sub-Total			33,720,000.00					34,290,729.35	0.93	109,007.71	33,906,385.27	33,821,221.98
Corporate Note												
GENERAL ELEC CAP CORP GLOBAL SR MTN DTD 09/24/2007 5.625% 09/15/2017		36962G3H5	900,000.00	AA+	A1	07/28/15	07/31/15	980,010.00	1.36	14,906.25	964,479.74	959,646.60
JPMORGAN CHASE & CO GLOBAL NOTES DTD 05/15/2013 1.625% 05/15/2018		46625HJL5	1,000,000.00	A-	A3	10/26/15	10/29/15	998,310.00	1.69	2,076.39	998,424.97	992,580.00
AMERICAN EXPRESS CREDIT CORP NOTES DTD 03/18/2014 2.125% 03/18/2019		0258M0DK2	1,000,000.00	A-	A2	10/26/15	10/29/15	1,008,910.00	1.85	6,079.86	1,008,472.67	999,903.00
WELLS FARGO & CO DTD 02/02/2015 2.150% 01/30/2020		94974BGF1	1,000,000.00	A	A2	10/26/15	10/29/15	1,001,560.00	2.11	9,018.06	1,001,508.51	991,239.00
Security Type Sub-Total			3,900,000.00					3,988,790.00	1.76	32,080.56	3,972,885.89	3,943,368.60
Managed Account Sub-Total			53,970,000.00					54,552,349.05	1.02	155,593.64	54,187,054.76	54,046,445.72



Managed Account Detail of Securities Held

For the Month Ending December 31, 2015

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
Money Market Fund											
CAMP Pool		475,669.21	AAAm	NR			475,669.21		0.00	475,669.21	475,669.21
Money Market Sub-Total		475,669.21					475,669.21		0.00	475,669.21	475,669.21
Securities Sub-Total		\$54,445,669.21					\$55,028,018.26	1.02%	\$155,593.64	\$54,662,723.97	\$54,522,114.93
Accrued Interest											\$155,593.64
Total Investments											\$54,677,708.57

City Clerk Date Stamp

RECEIVED OFFICE OF
CITY CLERK
EL CAJON CA

2016 FEB 17 P 3:37

City of El Cajon Agenda Report

MEETING: 02/23/16

ITEM NO: 1.5



TO: Mayor Wells, Mayor Pro Tem Ambrose,
Councilmembers Bales, Kendrick, McClellan

FROM: Sara Ramirez, Director of Recreation

SUBJECT: Community Event in the Right-of-Way – RunEC

RECOMMENDATION: That the City Council:

- 1) Approve the use of the public right-of-way for the RunEC St. Patrick's Day Half Marathon.
- 2) Approve the request for a beer & wine garden to be held in the Centennial Plaza.

BACKGROUND: For the 4th consecutive year, RunEC Foundation is requesting the use of City right-of-way for a special event in the community. RunEC, a non-profit association, strives to create a world-class running event to support East County community-based organizations. This year's proceeds are designated for St. Madeleine Sophie's Center, Partnerships with Industry and other local charities. This racing event features a fast half marathon, 5K and "Green Mile" for children and adults with developmental disabilities. On October 27, 2015, the City Council authorized City services and \$20,000 to support this year's event.

The St. Patrick's Day Half Marathon is scheduled to take place on Saturday, March 12, 2016, with set-up planned for Friday, March 11, 2016. More than 10,000 people are expected for this year's race and festivities. Race check-in, the sports vendor expo, children's play area and cross fitness challenge course, will be on March 12th, from 6:00 a.m. – 5:00 p.m., at Rea Avenue and Sulzfeld Way. Race participant packet pick-up will take place at the Downtown Café on Thursday, March 10th, and at Sycuan Casino on Friday, March 11th. The musical stage and beer & wine garden will be located in upper Centennial Plaza. RunEC and the San Diego Brewer's Guild are coordinating the beer & wine garden to include nearly 40 breweries.

Traffic management has been approved by the City's Traffic Engineer and will be coordinated with Public Works and Police staff to ensure a safe, healthy event. The effective movement of vehicles and pedestrians, to include Marriott construction, in and around the event will be assisted by Police without compromising service to the broader community.

The race will begin near the El Cajon archway, travel east on Main Street to Jamacha Road, on to Cuyamaca College Drive, then return along the same route. In accordance with El Cajon Municipal Code Chapter 12.24 staff recommends the City Council approve the use of the public right-of-way for the proposed event because it provides a venue for community participation and creates community awareness for the City, which is in the public interest.

Agenda Report

February 23, 2016

Subject: Community Event in the Right-of-Way – RunEC

Page 2

Approval for phased street closures is requested as follows:

Friday, March 11, 2016

8:00 a.m. Friday to Rea Avenue – east of the Marriott construction driveway to
5:00 a.m. Saturday Sulzfeld Way

Saturday, March 12, 2016

Full Street Closures

4:30 a.m. to 10:00 a.m. Main Street – from Van Houten Avenue to Jamacha Road
4:30 a.m. to 10:00 a.m. Magnolia Avenue – from Main Street to Douglas Avenue
5:00 a.m. to 7:00 p.m. Rea Avenue – from Magnolia Avenue to Main Street
at Sulzfeld Way

Partial Street Closures (one or two vehicle travel lanes closed only)

4:30 a.m. to 1:00 p.m. Ballantyne Street – from Park Avenue to Main Street
4:30 a.m. to 1:00 p.m. Park Avenue – from Magnolia Avenue to Ballantyne Street
4:30 a.m. to 1:00 p.m. Jamacha Road – from Main Street to the south City limits

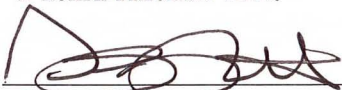
Additionally, RunEC organizers are requesting permission for a fenced and secured beer and wine garden located in the Centennial Plaza. Upon approval, the Special Event Committee will notify the RunEC organization of any additional conditions that need to be met, to include:

- A signed petition from a majority of the affected businesses and residents, to include reference to the hours of requested road closures.
- Any necessary permits or licenses.

CEQA: The proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) according to Section 15061 (b)(3) the General Rule, which states that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The temporary use of the City's right-of-way for a community event and the detouring of other modes of transportation within City Streets will not have a significant effect on the environment.

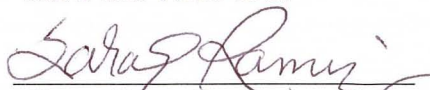
FISCAL IMPACT: Funding (\$20,000) for RunEC was approved by City Council on October 27, 2015, and is designated in the Community Services and Events Budget (Activity #103000). Indirect staff costs for the race will be absorbed within the respective department budgets.

PREPARED BY:



Stacy Knight
Recreation Services Manager

APPROVED BY:



Sara Ramirez
Director of Recreation

APPROVED BY:

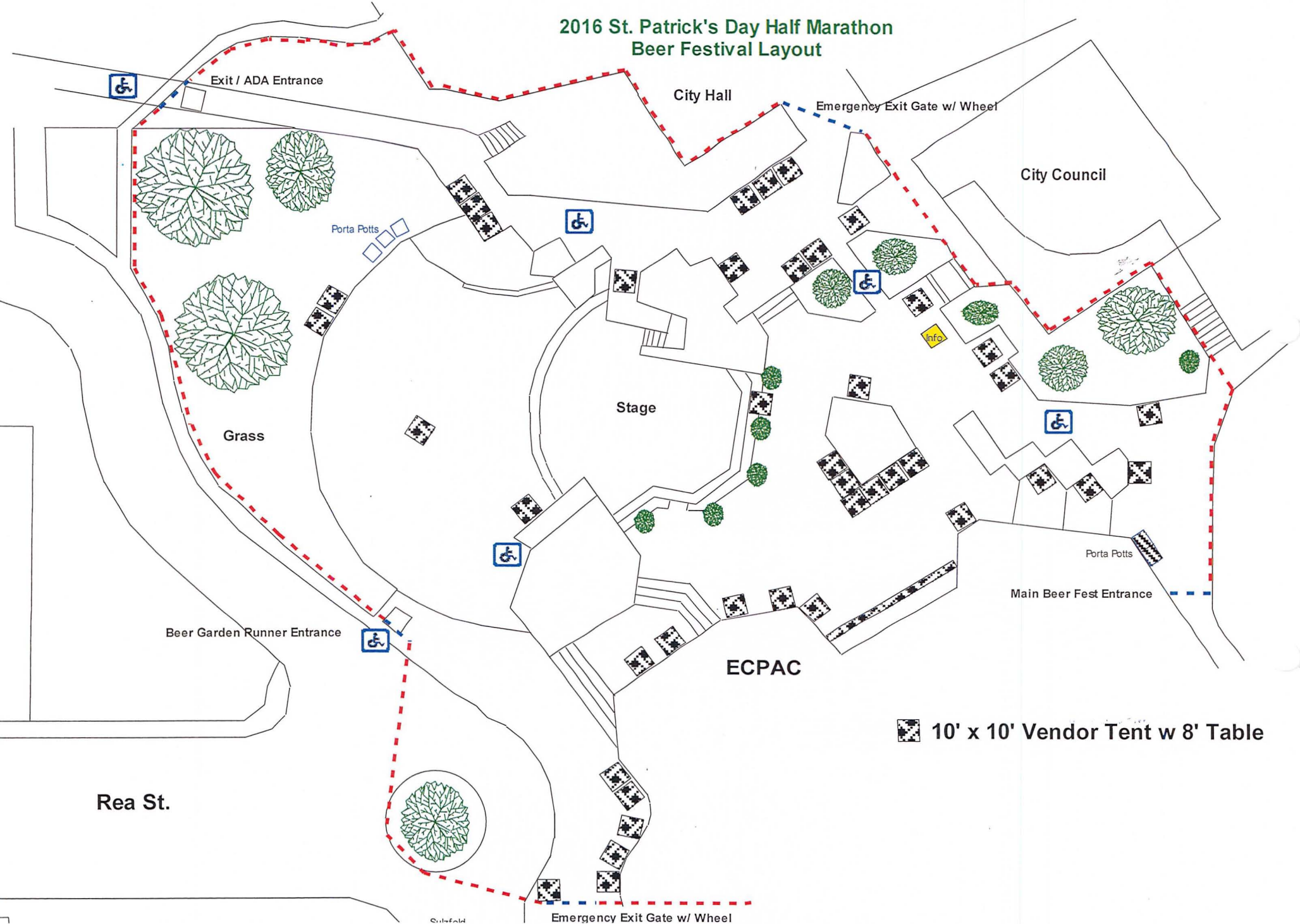


Douglas Williford
CITY MANAGER

ATTACHMENTS:

1. Centennial Plaza Event Map
2. Route map

2016 St. Patrick's Day Half Marathon Beer Festival Layout



Exit / ADA Entrance

City Hall

Emergency Exit Gate w/ Wheel

City Council

Porta Potts

Stage

Grass

Porta Potts

Main Beer Fest Entrance

Beer Garden Runner Entrance

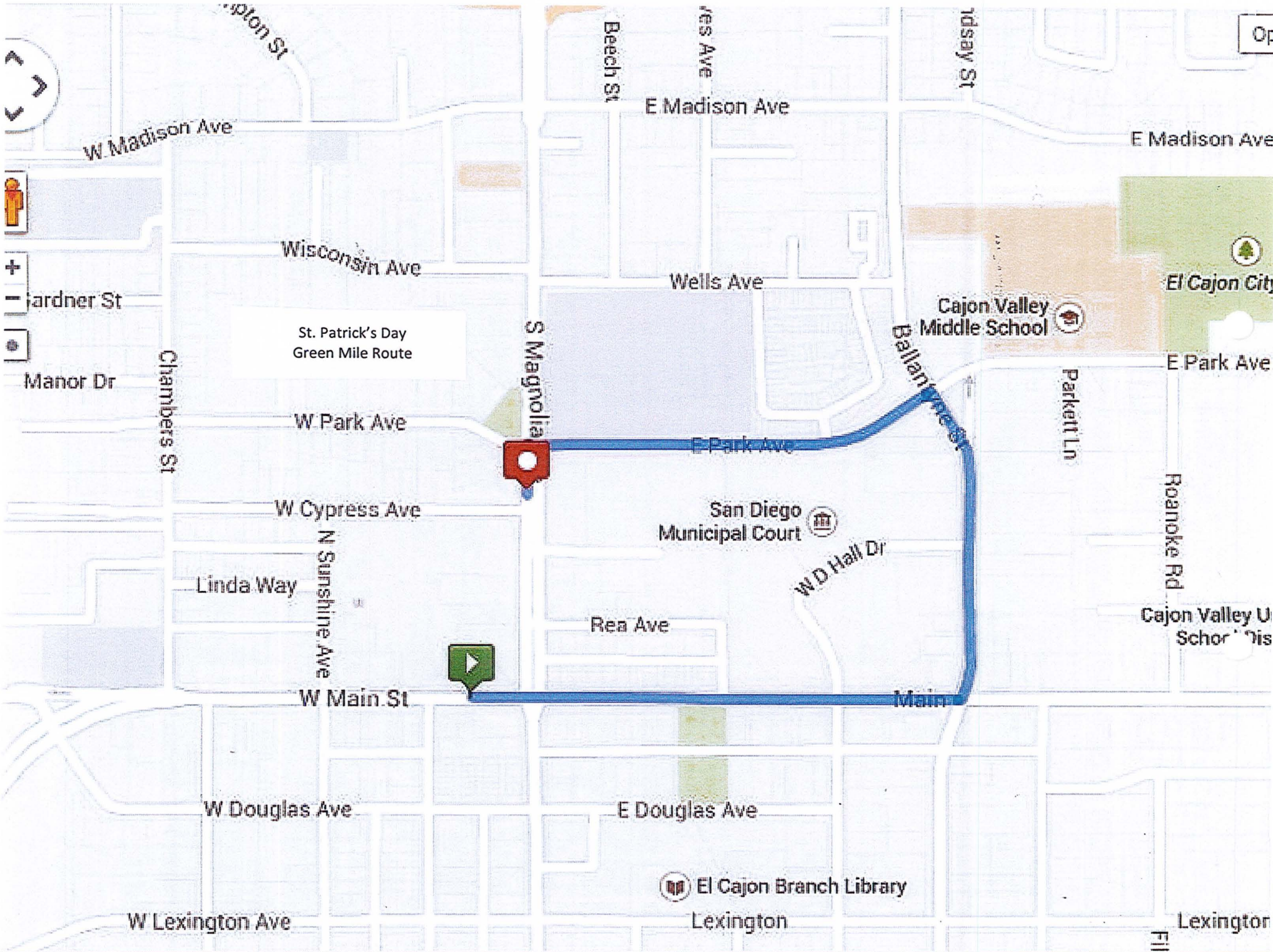
ECPAC

Rea St.

Subfold

Emergency Exit Gate w/ Wheel

 10' x 10' Vendor Tent w 8' Table



St. Patrick's Day
Green Mile Route



Op



El Cajon City

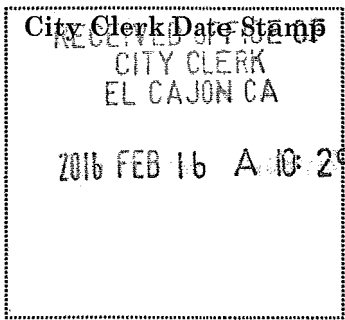
E Park Ave

Roanoke Rd

Cajon Valley U
Schor' Dis

Fill

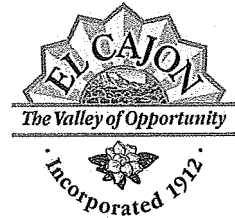




City of El Cajon Agenda Report

MEETING: Feb. 23, 2016

ITEM NO: 1.6



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Bales, Kendrick, McClellan

FROM: Anthony Shute, Deputy Director of Community Development

SUBJECT: Third Amendment to FY 2015-16 One Year Action Plan

RECOMMENDATION: That the City Council adopt the next resolution in order amending the FY 2015-16 One Year Action Plan to re-allocate CDBG funds to defease the remaining outstanding Section 108 Loan, and authorizing the City Manager or Designee to take necessary steps and execute all required documents in order to defease the Loan and make the necessary changes to the One Year Action Plan.

BACKGROUND:

As a part of the FY 2014-15 and 2015-16 One Year Action Plans, the East County Transitional Living Center (ECTLC) was awarded two Public Facility funding allocations of \$60,000 each (a total of \$120,000) for a proposed Solar Panel installation project at its transitional housing facility, located at 1527 E. Main Street. On December 17, 2015, the City received notification from ECTLC that it is withdrawing its request for the funding due to program adjustments and plans to redevelop the existing site at a future date.

In the FY 2003-04 Action Plan year, the City applied for and was awarded a Section 108 Loan in the amount of \$850,000 for the purchase of a Fire Service Ladder Truck. The terms of this Loan included annual payments of principal and interest pursuant to a fixed repayment schedule over 15 years. The payments are made from the annual CDBG allocations. The outstanding principal balance of this Loan as of this date is \$223,000. The final Loan payment is due in August of 2019.

In order to meet federal requirements for the timely expenditure of CDBG funds, staff is recommending that Council authorize the amendment to the FY 2015-16 Action Plan to re-allocate funds to the defeasance of this Section 108 Loan in the current year. Defeasance of this Loan a few years early will free up approximately \$70,000 from future annual CDBG allocations and will assist the City in meeting its timeliness requirements under CDBG regulations. Estimated costs for the defeasance include the outstanding principal balance of \$223,000, plus accrued interest and potential costs (estimated to be approximately \$10,000).

Available CDBG funds have been identified to fund this activity as follows:

Table 1. Third Amendment to One-Year Action Plan.			
City Project #	Project	Funds Available	Proposed Re-allocations
C0736	East County Transitional Living Center (2014 and 2015 allocations for Solar Panel Project—PROJECT CANCELED)	\$120,000	--
--	CDBG Unallocated Funds	\$70,000	--
C0704	Housing Rehabilitation Loan Program (HRLP)	\$43,000	--
C0702	Defeasance of Section 108 Loan for Ladder Truck (principal balance)		\$223,000
C0702	Accrued interest and potential costs for professional analysis		\$10,000
	TOTAL:	<u>\$233,000</u>	<u>\$233,000</u>

The proposed amendment is consistent with the Five-Year Consolidated Plan for repayment of the outstanding Loan.

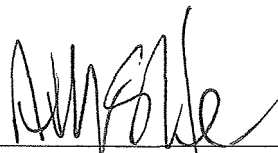
FISCAL IMPACT:

All CDBG grant allocations will be used to fund project and program costs pursuant to Federal law. This action will also assist the City in meeting its timeliness deadlines under CDBG regulations. There is no impact to the General Fund.

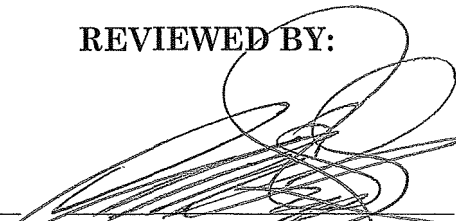
PREPARED BY:

REVIEWED BY:

APPROVED BY:



**Anthony Shute
DEPUTY DIRECTOR
OF COMMUNITY
DEVELOPMENT**



**Majed Al-Ghafry
ASSISTANT
CITY MANAGER**



**Douglas Williford
CITY MANAGER**

Attachments:

1. Proposed Resolution

RESOLUTION NO. -16

A RESOLUTION APPROVING A THIRD AMENDMENT
TO THE FISCAL YEAR 2015-2016 ONE YEAR ACTION PLAN

WHEREAS, on April 22, 2014, the City Council adopted the FY 2014-2015 One Year Action Plan, including an allocation of CDBG funds for the East County Transitional Living Center Solar Panel project in the amount of \$60,000; and

WHEREAS, on April 28, 2015, the City Council adopted the FY 2015-2016 One Year Action Plan, including an additional allocation of CDBG funds for the Solar Panel project in the amount of \$60,000; and

WHEREAS, on December 17, 2015, the City received notification of the cancelation of the Solar Panel project and the withdrawal of the request for funding from East County Transitional Living Center, and the City has determined that it is in the best public interest to accept the withdrawal and to make the funds available for re-allocation to other eligible activities; and

WHEREAS, additional CDBG funds have been identified in excess of current-year needs in the Mobile Home Rehabilitation in the amount of \$43,000 and in the Unallocated fund balance in the amount of \$70,000 that may be made available for re-allocation to projects; and

WHEREAS, the City has met the requirements of its Citizen Participation Plan; and

WHEREAS, the City Council has found the proposed amendment to the FY 2015-2016 One Year Action to be consistent with the Five Year Consolidated Plan.

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

1. The City Council of the City of El Cajon does hereby reallocate CDBG funds for FY 2015-2016 as follows:

<u>City Project #</u>	<u>Project</u>	<u>Funds Available</u>	<u>Proposed Re allocations</u>
C0736	<u>East Country Transitional Living Center Solar Panel Project</u> (CDBG project canceled)	\$120,000	
--	<u>CDBG Unallocated Fund Balance</u>	\$70,000	
C0704	<u>Housing Rehabilitation Loan Program (HRLP)</u>	\$43,000	

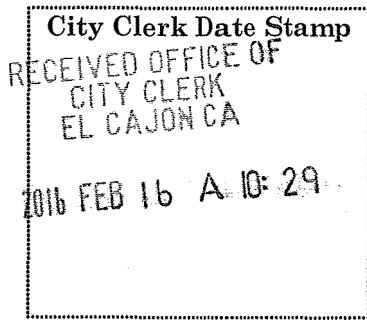
<u>City Project #</u>	<u>Project</u>	<u>Funds Available</u>	<u>Proposed Re allocations</u>
C0702	<u>Defeasance of Section 108 Loan for Ladder Truck</u>		\$233,000
	TOTAL:	<u>\$233,000</u>	<u>\$233,000</u>

2. The City Manager or such person designated by the City Manager is hereby authorized to execute appropriate contracts and agreements for the use of the CDBG funds consistent with City and federal policies and guidelines.

3. The City Council hereby adopts this Third Amendment to the One Year Action Plan, with CDBG funding allocations as presented above, and authorizes the City Manager or designee to make any necessary or needed corrections or adjustments required by HUD, and to execute all affiliated documents.

02/23/16 (Item No. 1.6)

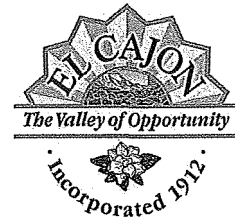
3rd Amendment to CDBG FY 15-16 One Year Action Plan 021716



City of El Cajon Agenda Report

MEETING: Feb. 23, 2016

ITEM NO: 1.7



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Bales, Kendrick, McClellan

FROM: Majed Al-Ghafry, Assistant City Manager

SUBJECT: Progress Report - Declaration of Emergency- Storm Damage 2016

RECOMMENDATION: That the City Council:

1. Determine that there continues to be a state of emergency to facilitate repairs at various locations throughout the City; and
2. Waive bid requirements for emergency repairs in accordance with El Cajon Municipal Code section 3.20.010(C).

BACKGROUND: This report is to inform the City Council on the status of emergency repairs needed to mitigate damage to City facilities resulting from storm damage during the week of January 4, 2016. The City Council approved Resolution No. 004-16 on January 12, 2016, declaring a State of Emergency and authorizing expenditures to make needed repairs for the following locations:

1167 Tangerine Street: The resulting stormwater runoff severely damaged a thirty inch (30") metal pipe that was installed in the late 1950s. A portion of the pipe at the downstream end collapsed, blocking the flow.

Initial temporary repairs have been completed at a cost of \$17,000. The pipe needs to be lined to restore the full integrity of the pipeline and to protect adjacent private property. The property owner at 1175 Tangerine Street has filed a claim for damages incurred as a result of the flash flood and storm drain failure. Investigation for said claim is under way.

Avocado Avenue Sinkhole: A portion of the forty-two inch (42") metal pipe that runs along the easterly shoulder of Avocado Avenue collapsed as a result of the recent storms, causing a sink hole about twenty feet (20') long, ten feet (10') wide, and ten feet (10') deep. That portion of the pipe was repaired on January 18, 2016. However, during the inspection of the pipe downstream, it was discovered that much of the pipe bottom is missing, posing the possibility of further sink holes if not repaired before the next storm event. Repairs are continuing on the pipeline invert downstream. Initial repairs were estimated at \$16,500. The costs to repair the pipe invert for about seven hundred (700) feet have not been determined.

Broadway Channel at Hunter's Run: Trees, in danger of falling onto the channel and on private property, have been removed. Additional work on channel embankments and flowline will continue with a proposed CIP project for FY 16/17.

FISCAL IMPACT: An allowance of \$150,000 was appropriated at the January 12, 2016, City Council Meeting for emergency repairs.

PREPARED BY:



Dennis C. Davies
DEPUTY DIRECTOR
OF PUBLIC WORKS

REVIEWED BY:

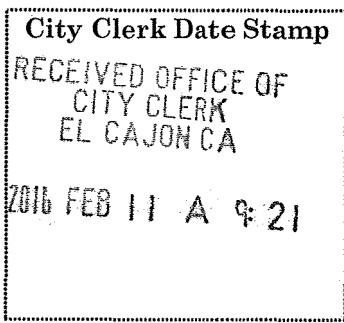


Majed Al-Ghafry
ASSISTANT CITY
MANAGER

APPROVED BY:



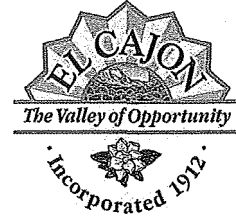
Douglas Williford
CITY MANAGER



City of El Cajon Agenda Report

MEETING: Feb. 23, 2016

ITEM NO: 1.8



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Bales, Kendrick, McClellan

FROM: Nahid Razi, Purchasing Agent

SUBJECT: Award of Bid No. 024-16, Dog Park Expansion and Improvements

RECOMMENDATION: That the City Council adopt the next resolution in order awarding the bid to the lowest responsive, responsible bidder, K.C. Equipment, Inc., in the amount of \$97,777.70.

BACKGROUND: On December 8, 2015, the City Council approved a project to improve the existing dog park with upgrades such as an enclosed dog agility course, new playground features, improved lighting, and other site furnishings. Fifteen prospective bidders obtained bid packages and eight responses were received and opened at 2:00 p.m. on January 20, 2016.

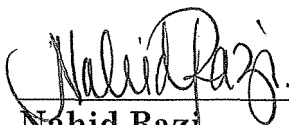
Purchasing, in concurrence with the Assistant City Manager, recommends award of the bid to the lowest responsive, responsible bidder, K.C. Equipment, Inc., in the amount of \$97,777.70. The lowest bid is 33% below the engineer's estimate of \$130,000.00. The summary of bids is attached and complete proposals are on file in the Purchasing Division.


FISCAL IMPACT: Sufficient funds are available for this project in Public Works' Housing-Related Parks Program Grant.

PREPARED BY:

REVIEWED BY:

APPROVED BY:


Nahid Razi
PURCHASING AGENT


Majed Al-Ghafry
ASSISTANT
CITY MANAGER


Douglas Williford
CITY MANAGER

BID SUMMARY - BID NO. 024-16

BIDDER

TOTAL BID AMOUNT

K.C. Equipment, Inc. (El Cajon, CA)	\$97,777.70*
Hunter General Engineering, Inc. (Oceanside, CA)	\$118,351.95
Straight Line General Contractors, Inc. (Oceanside, CA)	\$129,593.00
A.B. Hashmi, Inc. (San Diego, CA)	\$138,212.00
Fordyce Construction, Inc. (Santee, CA)	\$149,159.00
New Century Construction, Inc. (Lakeside, CA)	\$154,990.00
Vailston Company (San Marcos, CA)	\$156,351.00
M-Rae Engineering, Inc. (Descanso, CA)	\$162,114.18

*** RECOMMEND AWARD**

ENGINEER'S ESTIMATE	\$130,000.00
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RESOLUTION NO. -16

RESOLUTION AWARDING BID FOR
DOG PARK EXPANSION AND IMPROVEMENTS
(Bid No. 024-16)

WHEREAS, on December 8, 2015, the City Council approved a budget for the Dog Park Expansion and Improvements Project, in the City of El Cajon; and

WHEREAS, fifteen (15) prospective bidders obtained bid packages, and eight (8) responses to the Invitation to Bid for Dog Park Expansion and Improvements Project were received and publicly opened at 2:00 p.m. on January 20, 2016; and

WHEREAS, all of the bids submitted met the necessary requirements; and

WHEREAS, Purchasing, in concurrence with the Assistant City Manager, recommends award of the bid to the lowest responsive, responsible bidder; and

WHEREAS, the City Council believes it to be in the best interests of the City to award the contract to the lowest responsive, responsible bidder.

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

1. The City Council does hereby reject all other bids and proposals except that herein mentioned, and awards the bid for the Dog Park Expansion and Improvements Project to:

K.C. Equipment, Inc.

in the amount of \$97,777.70.

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

City Clerk Date Stamp

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CITY CLERK
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City of El Cajon Agenda Report

MEETING: Feb. 23, 2016

ITEM NO: 1.9



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Bales, Kendrick, and McClellan

FROM: Majed Al-Ghafry, Assistant City Manager

SUBJECT: Approval of Plans and Specifications for Portland Cement Concrete (PCC) Channel Repairs 2016, Job No. WW 3518, Bid No. 030-16

RECOMMENDATION: That the City Council Adopt the next RESOLUTIONS in order to:

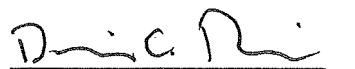
1. Approve Plans and Specifications for PCC Channel Repairs 2016, WW3518, Bid Number 030-16; and
2. Direct a Notice Inviting Sealed Bids to be opened on March 31, 2016.

BACKGROUND: PCC Channel Repairs 2016 will repair various locations throughout the City's concrete-lined channels. Staff conducted a visual assessment of all City concrete-lined channels and prioritized repair locations. This project includes replacement of cracked concrete, concrete joint repairs, and damaged weep hole replacement. This project is part of a regular cyclical maintenance effort to provide needed repairs to seventy-six (76) locations within the City's four main channels; Washington, Forester Creek, Broadway, and County Ditch.


ENVIRONMENTAL IMPACT: The proposed PCC Channel Repairs 2016 project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) according to Section 15301 (Class 1) (c) of the CEQA Guidelines. Section 15301 provides an exemption for the maintenance of public facilities.

FISCAL IMPACT: The project funding allocation is included in the proposed Fiscal Year 2015-2016 budget. The Engineer's estimate for this work is \$225,000. General Funds will not be expended for this project.


PREPARED BY:


Dennis C. Davies
DEPUTY DIRECTOR
OF PUBLIC WORKS

REVIEWED BY:


Majed Al-Ghafry
ASSISTANT CITY
MANAGER

APPROVED BY:


Douglas Williford
CITY MANAGER

Attachment: 1) Fiscal Year 15/16 budget sheet WW3518

CAPITAL IMPROVEMENT PROJECT FISCAL YEAR 2015 - 2016

PROJECT NAME: CHANNEL REPAIRS AND FENCING

ACTIVITY: 650900

PROJECT NO: WW3518

Description:

Miscellaneous repairs and fencing in County Ditch, Forrester Creek, Broadway and Washington Channels.

Justification:

The City's major drainage channels were constructed in the 1960's. Structural repairs and fencing are needed to extend the useful life of the channels. A needs assessment and spot repairs are required on the Broadway Channel, County Ditch, Forrester Creek and the Washington Channel.

Scheduling:

A condition assessment of all three channels needs to be performed followed by a ranking of repairs to be performed as funding is available. The actual repairs to the channels will be performed in subsequent years.

Relationship to General & Community Plans:

Project is consistent with the General Plan.

Operating Budget Impact:

This project will reduce annual operational costs by reducing expenses for individual repairs.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 15-16	Est. Project Costs Through FY 15-16
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)		15,000	15,000	30,000
Inspection Services-Internal (8337)			30,000	30,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			250	250
Permits & Fees (8560)			50	50
Rent Expense (8574)				-
Printing & Binding (8570)				-
Repairs & Maintenance (8576)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			239,700	239,700
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	15,000	285,000	300,000

Source(s) of Funds:				
				-
Wastewater		15,000	285,000	300,000
				-
FUNDING TOTAL:	-	15,000	285,000	300,000

RESOLUTION NO. -16

RESOLUTION APPROVING PLANS AND SPECIFICATIONS FOR THE
PORTLAND CEMENT CONCRETE (PCC) CHANNEL REPAIR 2016
(Bid No. 030-16, Job No. WW 3518)

WHEREAS, the City Engineer has submitted plans and specifications for the Portland Cement Concrete (PCC) Channel Repair 2016 project; and

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

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

1. That the plans and specifications submitted by the Deputy Director of Public Works for the Portland Cement Concrete (PCC) Channel Repair 2016 project are hereby approved and adopted as the official plans and specifications for said project.
2. Said plans and specifications are directed to be filed in the office of the Deputy Director of Public Works of the City of El Cajon.

02/23/16 (Item 1.9)

Bid 030-16 – Portland Cement Concrete (PCC) Channel Repairs 2016 apr 021615

RESOLUTION NO. ___-16

RESOLUTION ORDERING THE WORK AND DIRECTING
PUBLICATION OF NOTICE INVITING BIDS FOR THE
PORTLAND CEMENT CONCRETE (PCC) CHANNEL REPAIR 2016
(Bid No. 030-16, Job No. WW 3518)

WHEREAS, plans and specifications have been submitted for the Portland Cement Concrete (PCC) Channel Repair 2016 project; and

WHEREAS, it appears to be in the best interests of the City that said work should be performed.

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

1. That the City Council does hereby order that the Portland Cement Concrete (PCC) Channel Repair 2016 project shall be performed.

2. That March 31, 2016, at 2:00 P.M., in the office designated by the Purchasing Agent of the City of El Cajon, 200 Civic Center Way, El Cajon, California, is hereby fixed as the time and place for the opening of bids for said project.

3. The Purchasing Agent of the City of El Cajon is hereby directed to cause a Notice to Bidders to be published in the newspaper, in accordance with the provisions of law.

02/23/16 (Item 1.9)

Bid 030-16 – Portland Cement Concrete (PCC) Channel Repairs 2016 ntc 021615

City Clerk Date Stamp

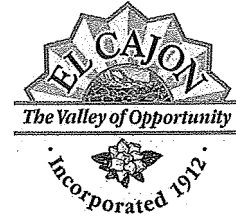
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EL CAJON CA

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City of El Cajon Agenda Report

MEETING: Feb. 23, 2016

ITEM NO: 2.1



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Bales, Kendrick, McClellan

FROM: Nahid Razi, Purchasing Agent

SUBJECT: Disposal of Surplus Property

RECOMMENDATION: That the City Council declare the below listed property surplus and review the attached request for donation of the 2010 Ford Crown Victoria to the San Diego Sheriff Office K-9 Unit.

PROPERTY: 2010 Ford Crown Victoria, VIN No. 2FABP7BV2AX117822

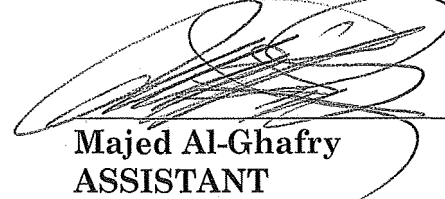
BACKGROUND: The above property is a high mileage vehicle and is no longer in use by the El Cajon Police Department. Therefore, the item listed is recommended to be auctioned as City surplus property. The San Diego Sheriff Office K-9 Unit has submitted a request for donation of this vehicle for the purpose of training K-9 teams.

FISCAL IMPACT: Based on market research and amounts obtained at previous auctions for similar police vehicles, the above property has an estimated value of \$6,000.00. If sold, this would become income to the General Fund.

PREPARED BY:


Nahid Razi
PURCHASING AGENT

REVIEWED BY:


Majed Al-Ghafry
ASSISTANT
CITY MANAGER

APPROVED BY:


Douglas Williford
CITY MANAGER



EL CAJON POLICE CANINE UNIT



TO: Sgt. P. WINSLOW

FROM: Officer D. THOMPSON, ID#0174

RE: Acquisition of Auction Vehicle 40014

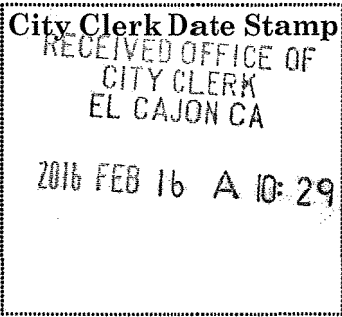
DATE: January 13, 2016

I am submitting this request to acquire auction vehicle 40014 a Ford Crown Victoria to donate it to the San Diego Sheriff Office K-9 Unit (SDSO) as a training vehicle on their K-9 training field. The Ford Crown Victoria is scheduled for auction in February and is currently parked at the City of El Cajon Public Works base yard. The vehicle would be stored at the SDSO K-9 Unit training field. The training field is located at Camp Elliot on the USMC base. The SDSO K-9 Unit uses their training field for their Patrol and Narcotics Academies.

The SDSO K-9 Unit currently has a training vehicle at their field however, the vehicle is old and has deteriorated over time and use. Our K-9 Teams have used this training vehicle on numerous occasions including while attending SDSO Patrol Academies. The training vehicle is used to teach the K-9 teams how to clear a vehicle. The K-9 is trained to enter the vehicle through open vehicle doors and windows and search for hiding suspects'. The SDSO K-9 Unit has always supported our K-9 Unit by allowing our K-9 teams to attend Patrol and Narcotics Academies free of charge. They also allow us to use their field and training vehicle for weekly maintenance training.

I believe there would be more value and benefit in donating the Ford Crown Victoria as a training vehicle to the SDSO K-9 Unit then allowing it to go to auction. The donation would build on our already firm relationship and show appreciation for past, present, and future cooperation.

Respectfully Submitted,
Officer D. THOMPSON, ID#0174



City of El Cajon Agenda Report

MEETING: Feb. 23, 2016

ITEM NO: 3.1



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Bales, Kendrick, McClellan

FROM: Dennis Davies, Deputy Director of Public Works

SUBJECT: Delinquent Refuse Collection Charges


RECOMMENDATION: That the City Council:


1. Open the Public Hearing and receive testimony;
2. Close the Public Hearing;
3. Adopt the next RESOLUTIONS in order certifying the list of property owners as delinquent in the payment of their mandatory trash service bills; and
4. Authorize the City Clerk to record the amount owed as a lien on the property and forward a list to the County Tax Assessor for billing on the next property tax bill.


BACKGROUND: On January 1, 1996, the City of El Cajon began mandatory trash service for all single-family residences in the City. The City's agreement with Waste Management (WM) allows WM to bill for regular service with the City accepting assignment of all delinquencies. This allows the City to use the enforcement power of a property lien, when necessary, to collect past due amounts. Based on the El Cajon Municipal Code, the City allows exemption from the mandatory service with sufficient proof of use of a City approved solid waste and recyclables collection alternative.

Of the approximate 14,000 active single-family accounts, 777 customers were sent a final notice of delinquency on January 14, 2016, asking them to pay a total of \$115,850.01. As of February 10, 2016, approximately 224 customers have paid, leaving a balance of 553 delinquent accounts for the City Council to consider.

FISCAL IMPACT: As of February 10, 2016, there are 553 delinquent accounts, totaling \$85,127.17. As the City collects a 15% franchise fee, the City's financial share of these delinquencies is approximately \$12,769.08.

PREPARED BY:

Dennis Davies
DEPUTY DIRECTOR
OF PUBLIC WORKS

REVIEWED BY:

Majed Al-Ghafry
ASSISTANT
CITY MANAGER

APPROVED BY:

Douglas Williford
CITY MANAGER

RESOLUTION NO. ___-16

RESOLUTION APPROVING REPORT AND ACCOUNT OF
DELINQUENT REFUSE COLLECTION SERVICE FEES AND
CHARGES; AND CONFIRMING ASSESSMENTS AS LIENS PURSUANT
TO CHAPTER 8.24 OF THE EL CAJON MUNICIPAL CODE

WHEREAS, pursuant to the provisions of Chapter 8.24 of the El Cajon Municipal Code, a public hearing was held on February 23, 2016, for the purpose of hearing objections or protests to a report and account of delinquent refuse collection service fees and charges; and

WHEREAS, protests and objections of the owners of the properties liable to be assessed for said delinquent charges have been heard and considered by said City Council, and said accounts have been approved as submitted.

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

1. In accordance with the provisions of Title 4, Division 3, Chapter 10, Section 38791 and Title 3, Division 2, Chapter 8, Section 25831 of the Government Code of the State of California, and Section 8.24.090 of Chapter 8.24 of the El Cajon Municipal Code, the report and account of delinquent refuse collection service fees and charges (Exhibit "A") considered at the hearing held on February 23, 2016, on file in the office of the City Clerk, is approved, and the unpaid amounts designated in said report and account shall be a charge to the owners of the properties on the next regular tax bill, and shall be liens upon the properties involved.

2. The sums herein assessed remaining unpaid after thirty days from the date of this resolution shall bear interest at the rate of 7% per annum, as set forth in Section 8.24.100 of Chapter 8.24 of the El Cajon Municipal Code.

3. The designation of said parcels is shown by Assessor's parcel numbers, and the initial amounts plus interest to be assessed and imposed as liens are designated thereafter on Exhibit "A," on file in the Office of the City Clerk.

4. Said liens shall be of no further force or effect upon the confirmation of the Tax Collector that said assessments have been added to the tax rolls.

5. The City Clerk is hereby directed to record a certified copy of this resolution and Exhibit "A" in the office of the County Recorder of San Diego County.

6. The City Clerk is hereby authorized to discharge and release any such lien when the claim under said lien has been fully satisfied.

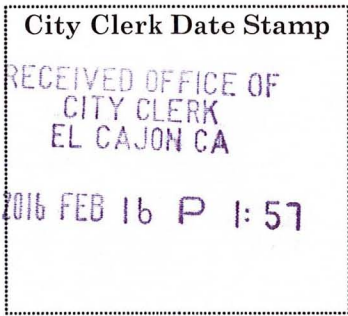
(Continued on Page 2)

7. The decision in your matter is final on this date, and by this notice, you have 90 calendar days from the date of the mailing of this notice to seek judicial review of this decision pursuant to California Code of Civil Procedure Sections 1094.5 and 1094.6, and El Cajon Municipal Code Chapter 1.32.

02/23/16 (Item 3.1)

Refuse Liens February 2016 021616

**List of Delinquent Refuse
Collection Accounts is
Available for Review in the
City Clerk's Office, 200
Civic Center Way, El Cajon,
CA 92020. (619) 441-1763**



City of El Cajon Agenda Report

MEETING: Feb 23, 2016

ITEM NO: 3.2



TO: Mayor Wells, Mayor Pro Tem Ambrose,
Councilmembers McCellan, Bales, Kendrick

FROM: Building Official/Fire Marshal

SUBJECT: Substandard Conditions at 1050 E. Lexington Avenue

RECOMMENDATION: That the City Council:

1. Open the public hearing and receive testimony;
2. Close the public hearing, and;
3. Pursuant to a verbal report given by the Building Official/Fire Marshal, make a determination regarding possible actions listed below to gain compliance in this case:
 - a. Direct staff to file a release of Notice of Restriction against the property.
 - b. Begin accrual of civil penalties in the amount of \$100 per day per violation.
 - c. Direct staff to monitor the condition of the property and to bring this case back for final resolution when all clean up and renovation of the apartment complex has been completed.

BACKGROUND:

The subject property is a multi-family residential complex. Initial complaints of roof leaks that caused damage to the interior of several of the dwelling units on the property at 1050 E. Lexington Avenue began on July 20, 2015. A walk through inspection of the property revealed what appeared to be serious health and welfare issues regarding standards of maintenance which prompted a recommendation to conduct a housing inspection of the property once the initial problems related to roof leaks were resolved.


Seven tenants were relocated due to roof damage. Subsequently, a permit was issued for roof repairs, and the repairs were completed on October 15, 2016. A housing inspection was then scheduled and conducted on December 16, 2015, and a list of violations sent to the property owner for resolution. In general, the property was found to be in poor condition. Violations include but are not limited to: inoperable heaters throughout the complex, holes in walls, broken windows, and dilapidated landscape areas.

The property manager began making repairs to the complex but these efforts were largely ineffectual due to the poor quality of workmanship (see attached photos). While management is still moving forward with renovation work, staff feels it prudent to also move forward with abatement proceedings due to the lack of quality repairs and the longer time it is taking the facilities management to complete the work.

FISCAL IMPACT:

Staff time, administrative costs, and civil penalties to be computed at the resolution of this case.

PREPARED BY:



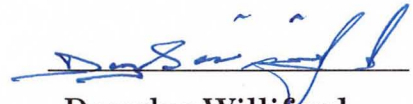
**Dan Pavao
Building Official
Fire Marshal**

REVIEWED BY:



**Majed Al-Ghafry
Assistant City Manager**

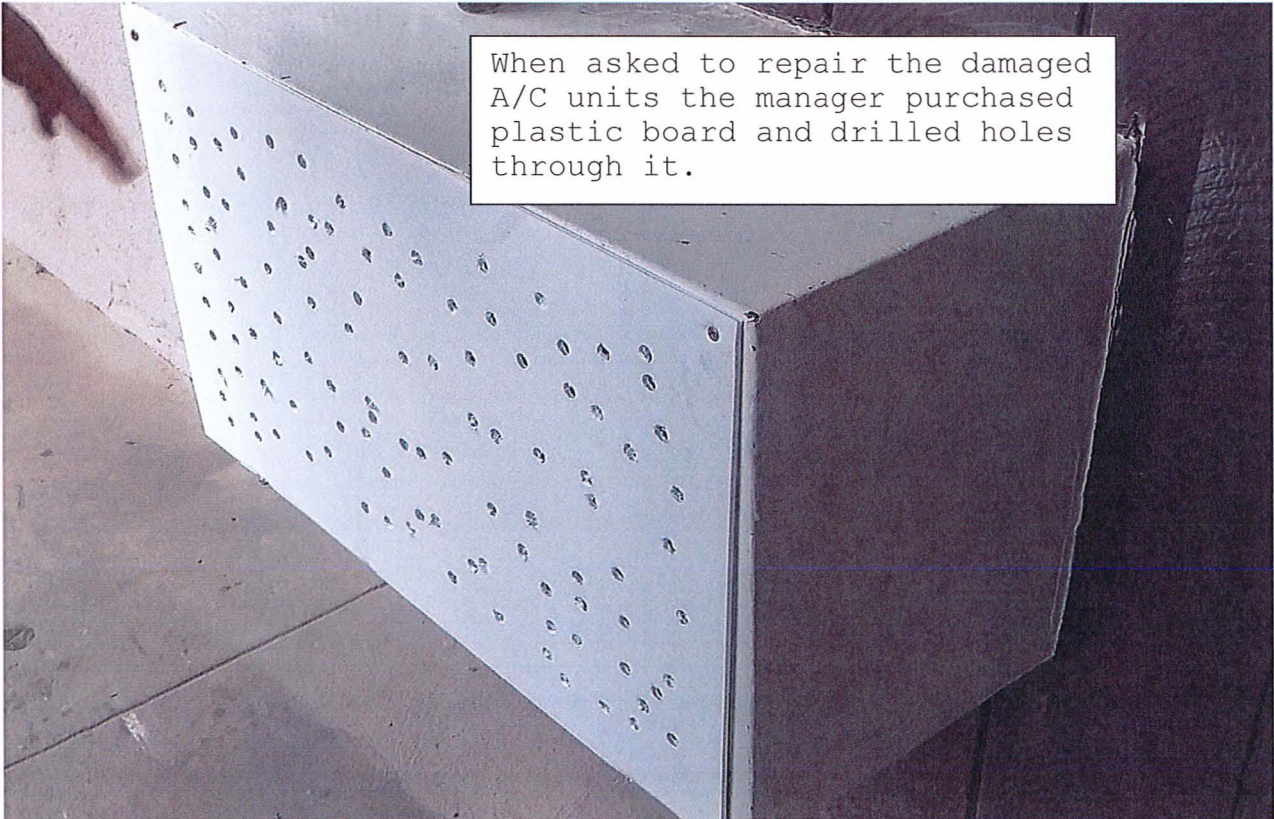
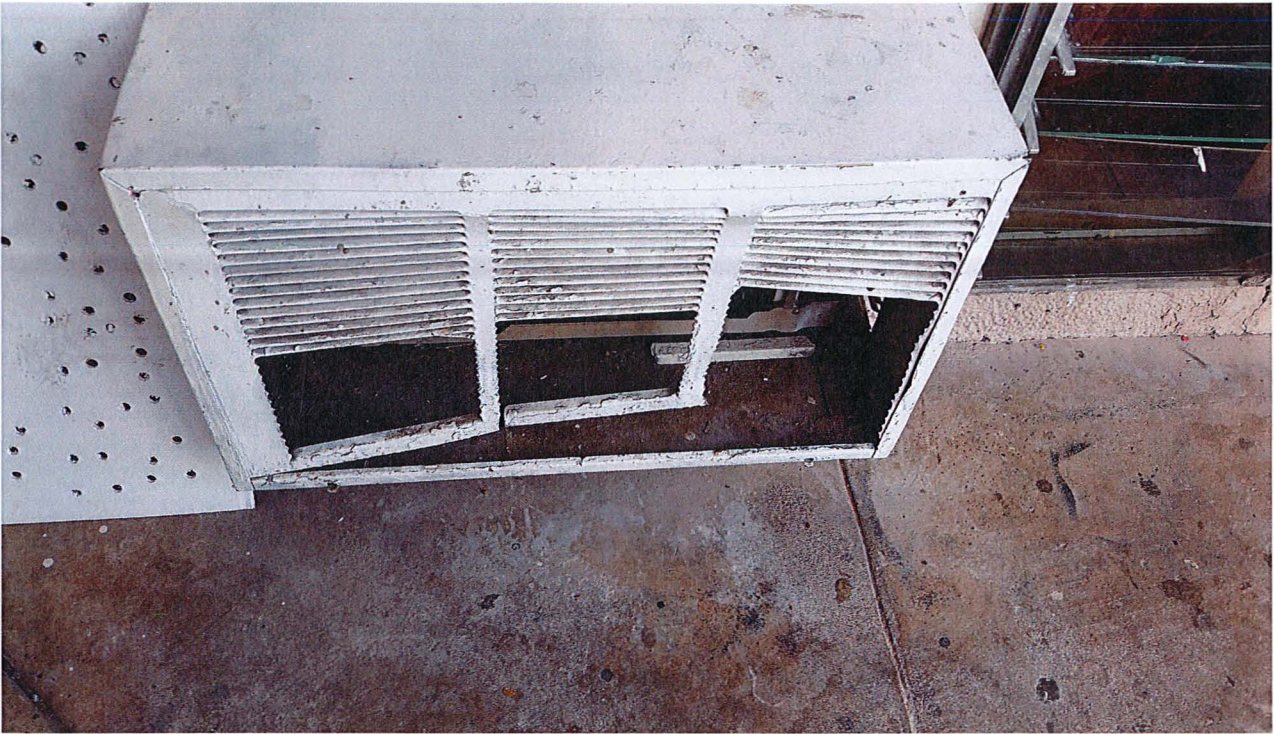
APPROVED BY:



**Douglas Williford
City Manager**

ATTACHMENTS:

1. Photos of property



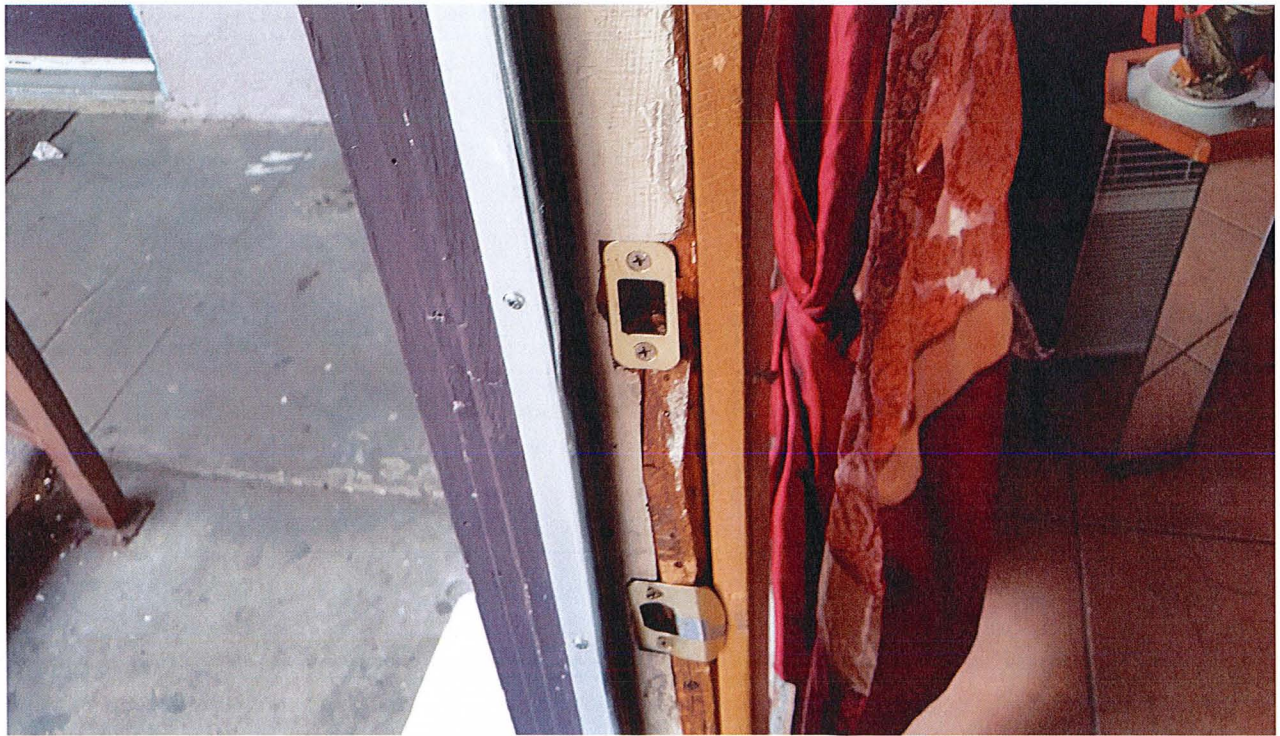
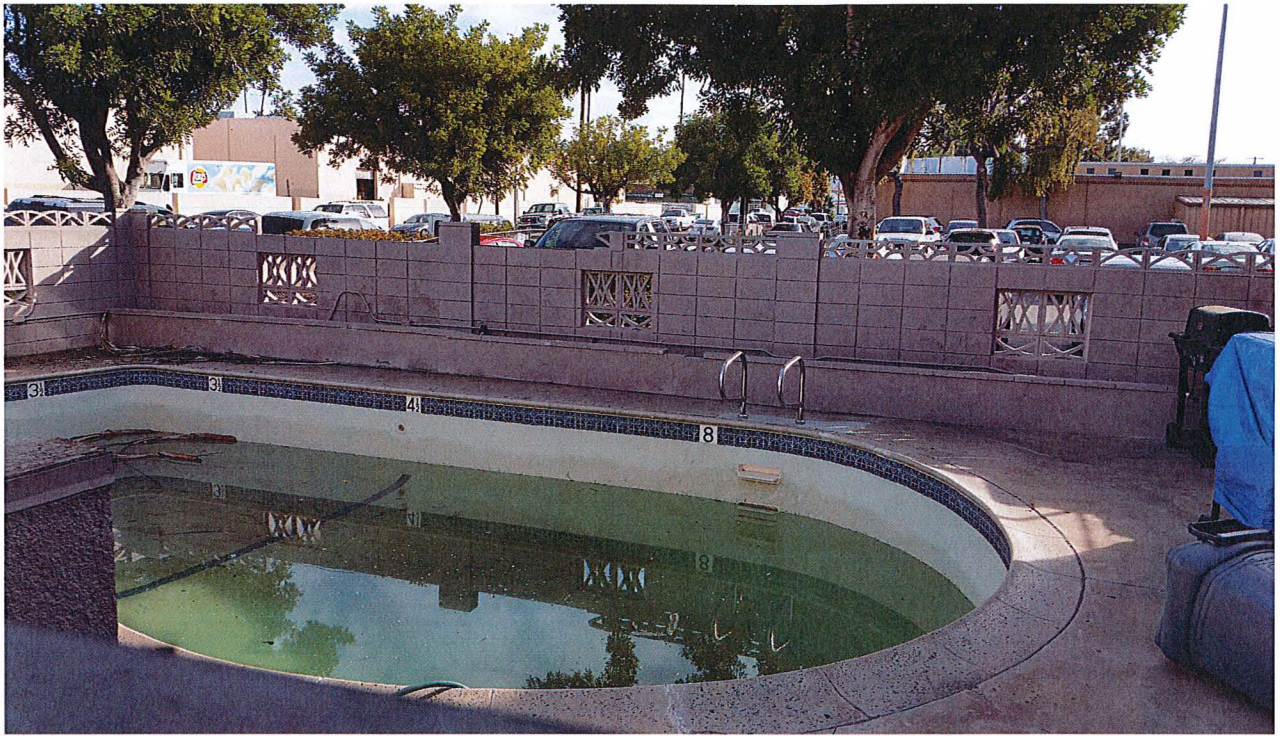
When asked to repair the damaged A/C units the manager purchased plastic board and drilled holes through it.

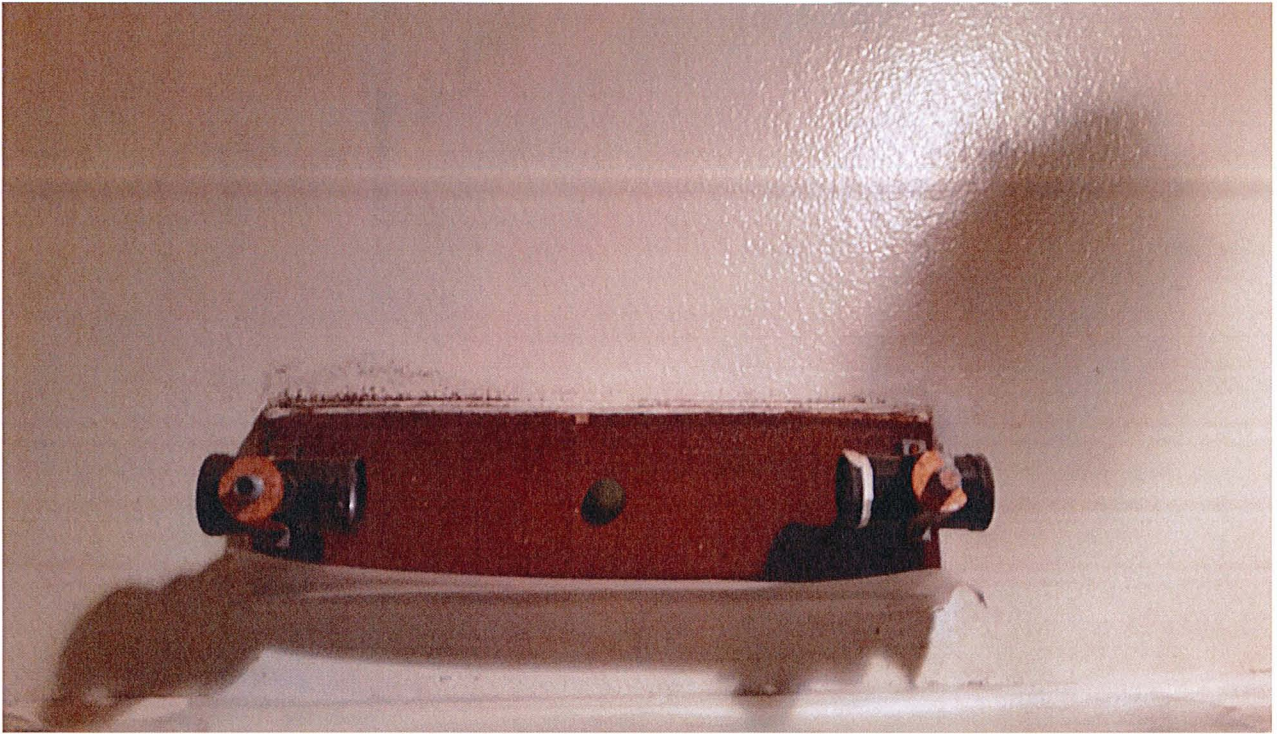


Landscape areas not maintained

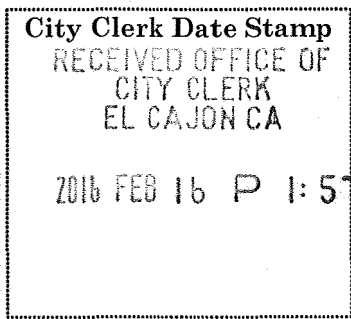


Landscape areas not maintained









City of El Cajon Agenda Report

MEETING: Feb 23, 2016

ITEM NO: 4.1



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Bales, Kendrick, McClellan

FROM: Majed Al-Ghafry, Assistant City Manager

SUBJECT: Request for Recertification of Downtown El Cajon Property Based Business Improvement District

RECOMMENDATION: That the Successor Agency and City Council:

- 1) Approve the request from the Downtown Business Partners to initiate the proceedings for the recertification of the Downtown El Cajon Property Based Business Improvement District; and
- 2) Authorize the Executive Director/City Manager to (1) execute the proposed petition in favor of recertification on behalf of both agencies, and (2) take such steps necessary to conduct the proceedings for the recertification of the Downtown El Cajon Property Based Business Improvement District.

BACKGROUND

The Downtown El Cajon Property Based Business Improvement District (the "PBID") was originally formed in 1996 under the Property and Business Improvement Law of 1994 (the "Act"). The PBID was most recently recertified in 2011, with a life of five (5) years, meaning its certification will expire in 2016 unless renewed by the affected property and business owners.

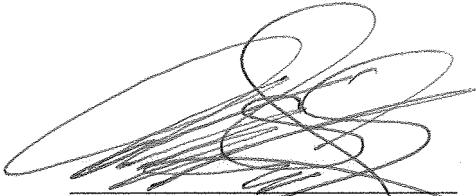
The City and the Successor Agency own property within the proposed area of the PBID and are required to pay assessments under the Act, as property owners. As owners of property affected by the proposed assessment district, both the Successor Agency and the City are entitled to execute petitions for submitting the proposed assessments of the PBID to a vote of all persons or parties subject to assessments.

In the past the City and the Successor Agency have supported the certification of the PBID, and its operations in downtown El Cajon. The PBID has been extremely successful in activating the downtown area with programs such as Dinner and a Concert, and the Car Show. The PBID also supports City events and charity based organizations with financial contributions.

FISCAL IMPACT: If approved, the City of El Cajon would be assessed \$79,973.37 for fourteen (14) properties within the district; the Successor Agency would be assessed \$520.62 for one (1) property within the district. As has been the practice in the past, both the City and the Agency annually budget for these assessments.

PREPARED BY:

APPROVED BY:



**Majed Al-Ghafry
ASSISTANT
CITY MANAGER**



**Douglas Williford
CITY MANAGER**

ATTACHMENTS

1. Letter from PBID President Daryl Priest to downtown stakeholders
2. Petition to form PBID
3. Downtown Management Plan Summary
4. Downtown Management Plan dated January 2016
5. PBID Recertification Schedule

Dear Downtown El Cajon Stake Holders:

We represent the Board of Directors for the Downtown El Cajon Business Partners and we support the recertification of our Property Based Business Improvement District (PBID) in Downtown El Cajon. As you know, the PBID allows for a self-imposed and self-governed property assessment that raises funds for the additional services that transform Downtown into a safer, more welcoming, attractive and prosperous center of our city. PBID services augment, not replace, the City's baseline services.

We feel that the PBID is a necessary investment that will continue to visibly improve Downtown El Cajon for the following reasons:

- Creating and maintaining a consistently clean, inviting and attractive downtown
- Enhancing Property Values, Sales and Occupancies: PBIDs are one critical ingredient in strengthening the economic foundation of Downtowns. Success is measured by higher property values, increased sales, rent, (and) occupancies and greater market-ready real estate.
- PBID's comprehensive approach to revitalization helps strengthen our position in an increasingly competitive market.

In the last 5 years the PBID for Downtown El Cajon has accomplished the following;

- Established a board that is fully comprised of property owners, which allows us to make our top priority being fiscally responsible.
- Increase in property values - Since the PBID has taken control, property values have gone up well over 100% within the Downtown community. (i.e. The 24 hour shopping center originally sold for \$6 million and is currently on the market for \$28 million.)
- According to the Union Tribune - The Casden forecast for San Diego projected a 2.9 percent rental increase over the next year within El Cajon and the overall vacancy rate was projected to decline to 1.9 percent in 2014 and 1.6 percent in 2015. Today, El Cajon enjoys one of the lowest vacancy rates in the County.
- Renewed Community - The events sponsored by the Downtown El Cajon Business Partners brings in over 200,000 people into Downtown El Cajon on an annual basis. (Events consist of Dinner & a Concert, Cajon Classic Cruise, Hauntfest, American Main St, Holiday Lights on Main St.)
- Renewed Business - Through the recruitment tool of events and community involvement we have been able to attract new business from the surrounding areas to the Downtown El Cajon businesses.
- Due to the growth of the Downtown Community we have been able to bring in new businesses like Borrego Health and the Marriott hotel to better enhance our community.

The first step to re-certifying our PBID is for property owners to sign petitions that authorize a vote for the PBID. Please sign and fill out the enclosed petition printed on blue paper and return by March 15, 2016. You can return the petition by mail (329 E. Main St. El Cajon, CA 92020), email (JohnBerg@DowntownElCajon.com) or fax (619-719-5353).

Please join us in this exciting recertification initiative to continue our progress in improving Downtown El Cajon. Your "yes" response is very important to Downtown's future.

If you have any questions, please feel free to call me at (619)444-4476.

Sincerely,

Daryl R. Priest
PBID President

**PETITION TO FORM THE
DOWNTOWN EL CAJON
PROPERTY-BASED BUSINESS IMPROVEMENT DISTRICT**
(Pursuant to Sec. 36600 et seq. of the Calif. Streets and Highway Code)

This is a petition to initiate special assessment proceedings to form the Property-based Business Improvement District (PBID) in accordance with the Property and Business Improvement District Law of 1994, California Streets and Highways Code Sections 36600 et seq., for the purpose of undertaking and implementing the Management District Plan, a summary of which is attached.

Legal Owner: City Of El Cajon
Owner % of Total Assessment: 14.66%

APN:	Parcel Address (if known)	Parcel Assessment
487 172 67 00	326 N Magnolia Ave	\$1,446.56
487 321 12 00		\$513.09
488 072 38 00	Magnolia Ave N	\$3,933.57
488 072 45 00	100 Civic Center Way	\$24,174.60
488 083 03 00	115 Rea Ave	\$520.62
488 083 27 00	149 Rea Ave	\$1,425.21
488 111 28 00	210 E Main St	\$7,970.95
488 111 30 00	200 Civic Center Way	\$18,532.04
488 111 35 00		\$1,995.33
488 192 09 00	E Douglas St	\$13,739.53
488 211 21 00	201 E Main St	\$997.65
488 211 22 00	230 E. Douglas St	\$1,681.73
488 212 19 00	Claydelle	\$513.09
488 212 20 00	Douglas Ave	\$456.09
488 212 22 00	E Douglas St	\$2,593.92
		Total \$80,493.99

To complete your Petition please: 1) Check your affirmation YES, 2) Print your name an e-mail and phone number, and 3) Sign and date below.

YES, I approve of the proposed maximum assessment of \$80,493.99 on the parcel(s) identified on this preliminary petition.

(Print) Name and Title of Owner of Record or an Authorized Representative *Email address* *Phone No.*

Signature of Owner of Record or the Representative *Date*
Legally Authorized and Entitled to Sign this Petition

Please return signed and dated Petition to:
Downtown El Cajon Business Partners
329 E. Main Street
El Cajon, CA 92020

Please return by April 1, 2016

INSTRUCTIONS ON SIGNING AND RETURNING THE PETITION

This petition is for the signatures of persons or firms owning property within the proposed district. Only the signatures of owners will be counted. The signatures of renters or lessees will not be counted.

Owners are those whose names appear in the records of the County Assessor. If you have purchased the property very recently, your name may not yet appear in the County Assessor's records.

The following persons may sign the petition:

- 1) If two or more persons own the property as tenants-in-common, any one tenant-in-common may sign for all.
- 2) If two or more persons own the property in joint tenancy, any one joint tenant may sign for all.
- 3) If the property is community property then all owners have to sign.
- 4) If the property is owned by a partnership, any general partner authorized by the partnership may sign.
- 5) If the property is owned by a corporation, the petition may be signed for the corporation by any officer or officers authorized to make contracts by the corporate by-laws or by resolution of the corporation's Board of Directors.

Signing the petition:

To complete the petition you must take the following steps:

- 1) **Check** [] your affirmation in the space next to "YES, I approve of the proposed assessment on the parcel(s) identified on this preliminary petition."
- 2) Print your name, email address, and phone number.
- 3) Sign and date petition.

Returning the petition:

To return the signed and dated petition you may use either the provided self-addressed envelope or you may email it to johnberg@downtownelcajon.com. If you chose to use your own envelope, please send it to:

**Downtown El Cajon Business Partners
329 E. Main Street
El Cajon, CA 92020**

Verifying the petition:

The signatures on the petition may be verified against the records of the County Assessor. Only those owners who appear to be such on the Assessor's records at the time the petition is filed (not the time it is signed) can be counted in calculating the adequacy of the petition.

The petition must be signed by owners representing at least 50% of the assessments proposed to be levied. Notice that this calculation is based on the assessments levied on a property owner, not on assessed value, land area of property owned or number of owners.

Questions:

If you have any questions, please call Daryl Priest at (619) 246-7803.

DOWNTOWN EL CAJON PBID

Management District Plan Summary

Established in 1996 and recertified in 2001, 2006 and 2011, the Downtown El Cajon PBID was initiated by petition from downtown property and business owners. The District's activities and improvements aim to improve and convey special benefits to properties located within Downtown El Cajon.

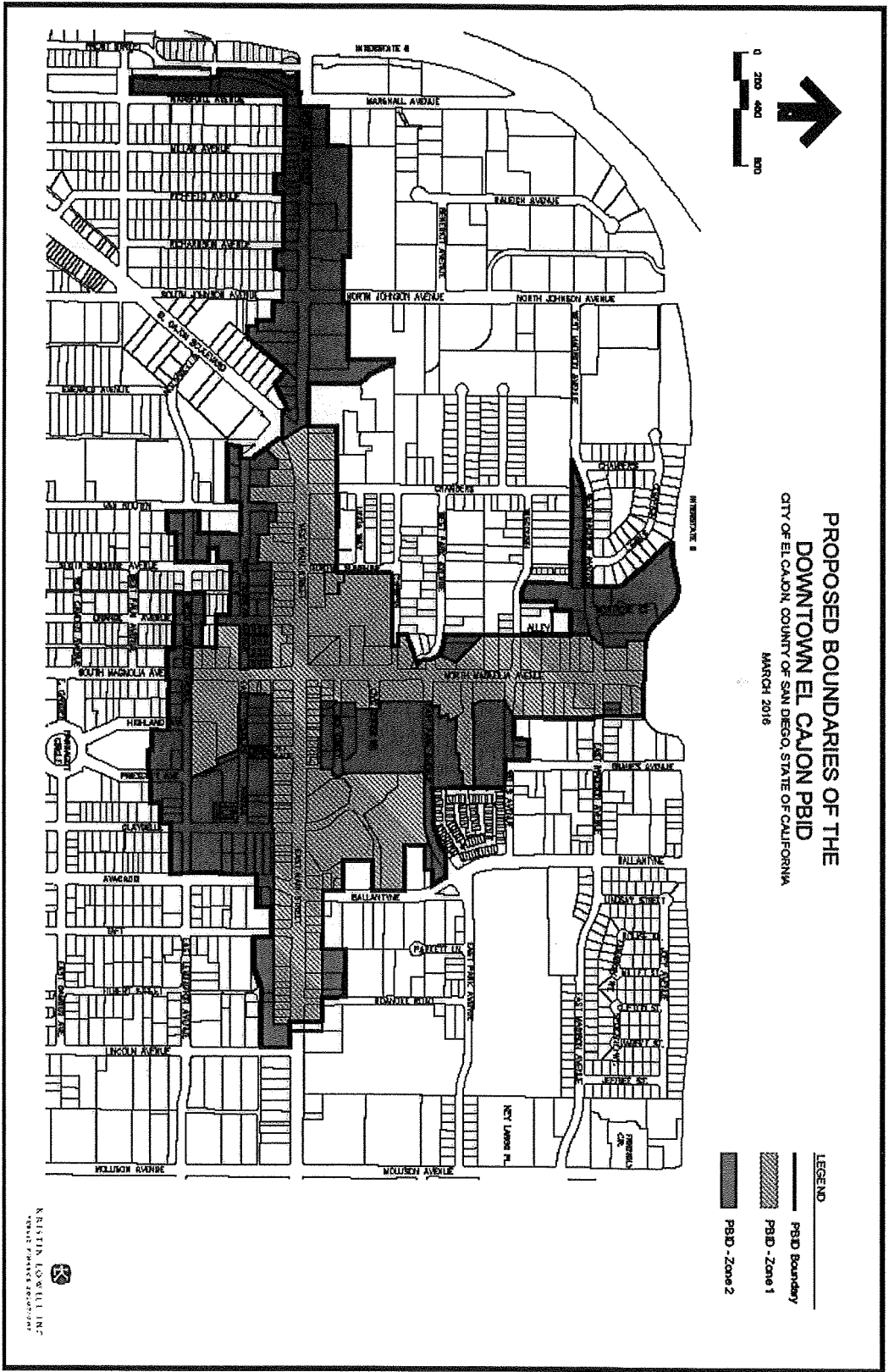
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Pursuant to California Streets and Highways Code, the "Property and Business Improvement District Law of 1994 as amended", the existing Downtown El Cajon PBID is being renewed for a ten year term. Upon receipt of petitions signed by property owners representing greater than 50% of the District budget, the City of El Cajon will initiate a ballot procedure to officially re-establish and renew the PBID.




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District Governance	The PBID will be managed by the Downtown El Cajon Business Partners (Partners). The PBID's Board of Directors comprising of a majority of downtown El Cajon property owners will help determine the PBID uses and budget each year.
District Continuation	California law for PBID district formation/continuation requires the submission of petitions signed by property owners in the proposed district who will pay more than 50% of the total assessments (i.e. petitions must represent more than 50% of the \$560,000 to be assessed). Petitions are submitted to the El Cajon City Council, and the City will mail ballots to all assessed property owners. The majority of ballots returned, as weighted by assessments to be paid, must be in favor of the PBID in order for the City Council to consider approval.
Duration	The district will have a 10-year life beginning January 1, 2017. In five years (i.e. 2021), the Downtown El Cajon Business Partners and downtown property owners will undertake a review of the Management District Plan and PBID programs. Any new or increased assessments that are not consistent with the provisions of this Management District Plan will require a new mail ballot process.

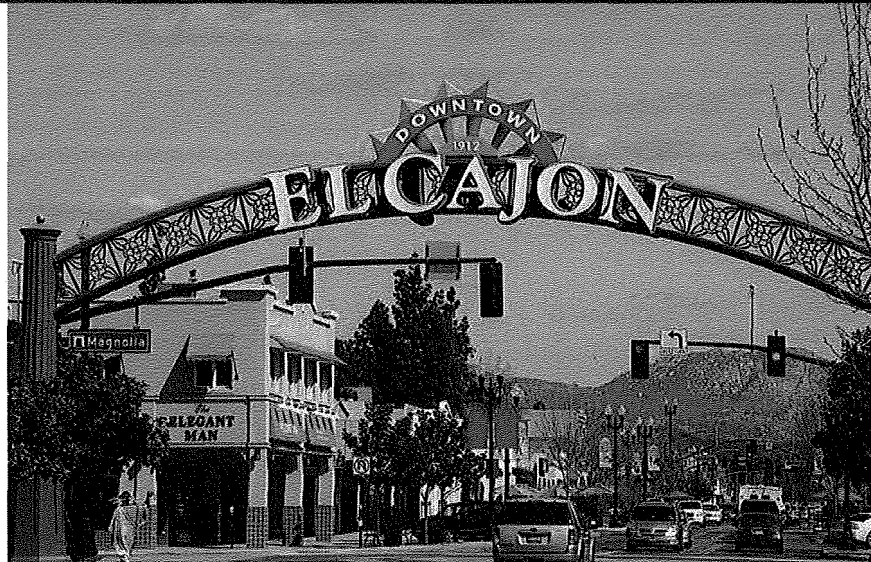


PROPOSED BOUNDARIES OF THE
DOWNTOWN EL CAJON BID
 CITY OF EL CAJON, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA
 MARCH 2016

- LEGEND**
-  PBID Boundary
 -  PBID - Zone 1
 -  PBID - Zone 2

Downtown El Cajon Property-Based Business Improvement District

Management District Plan



City of El Cajon, California

January 2016

Prepared by:
Kristin Lowell, Inc.

*Prepared pursuant to the State of California
Property and Business Improvement District Law of 1994
and Article XIII D of the California Constitution
to create a property-based business improvement district*

**Downtown El Cajon
Property and Business Improvement District
Management District Plan**

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6. Assessment Methodology	12
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SECTION 1: Executive Summary

Established in 1996 and recertified in 2001, 2006 and 2011, the Downtown El Cajon PBID was initiated by petition from downtown property and business owners. The District's activities and improvements aim to improve and convey special benefits to properties located within Downtown El Cajon.

To guide the PBID for the next ten years, a PBID renewal steering committee and the board of directors have developed a new PBID Management Plan that responds to today's market opportunities and district challenges. The District will continue to provide improvements and activities, such as environmental and economic enhancements. Each of the activities is designed to meet the goals of the District; to improve the appearance and safety of the District, to increase building occupancy and lease rates, to encourage new business development and attract ancillary businesses and services. As described in the Management District Plan, it is proposed that the PBID will provide funding for enhanced maintenance, safety, and beautification and economic development programs to augment those provided by the City of El Cajon.

Summary Management Plan

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Section 2: PBID Boundary

PBID Boundary

The PBID boundary includes those parcels that are considered the downtown business core and extends along Main Street to the transit center. It roughly includes parcels along Magnolia Avenue from the freeway to Lexington Avenue, Main Street from the MTS transit center to Lincoln Avenue, and all parcels from Wells to Ballantyne to Lexington to Van Houten.

Block by Block's recommendation is for the clean and safe services to be deployed in two benefit zones within the PBID:

- **Premium Zone:** The Premium Zone includes areas of highest pedestrian activity where demands for clean and safe services are greatest. The premium zone is the primary core of downtown and consists of all parcels fronting Main Street from Ballantyne to El Cajon Boulevard and along Magnolia Avenue from the freeway to Lexington Avenue. The service plan anticipates that service deployment frequencies within the Premium Zone will be approximately 25% higher than the remainder of the PBID – from the number of ambassadors to the frequency of sidewalk cleaning, and are reflected in the assessment rates.
- **Standard Zone:** The Standard Zone contains the remaining areas of the PBID boundary that have less pedestrian activity, and demands for clean and safe services are generally lower. Service frequencies within the Standard Zone are expected to be less than the services in the Premium Zone, and are reflected in the assessment rates.

The PBID boundary map is on the following page.

Section 3: PBID Improvement and Activity Plan

As determined by area property and business owners, the top priority for services and activities within the Downtown El Cajon PBID area include:

- ◆ Environmental Enhancements (Public Safety, Maintenance, Beautification)
- ◆ Economic Development and Marketing (Business recruitment and retention, destination marketing, and special events)
- ◆ Administration/Advocacy

The goals for the PBID are to:

- 1) Provide a clean, safe and beautiful environment within the District that will attract private investment and more business and residential activity, and improve assessed parcels.
- 2) Improve commerce within the PBID by reducing vacancies and increasing lease and rental rates to encourage reinvestment within the district.

Based upon these findings, the following service and activity categories will be funded by the PBID. The following narrative provides recommendations for the PBID's first year of operation. District activities may be amended in subsequent years within the following general categories. Final activities and budgets will be subject to the review and approval of the PBID Owners' Association prior to City Council approval.

ENVIRONMENTAL ENHANCEMENTS

Clean and Safe services remain one of the top priorities the PBID will continue to fund. Since the PBID has provided these services for almost fifteen years it needs to evolve in order to continually demonstrate benefit and ongoing value. In order to provide the maximum flexibility on an annual basis the following activities may be selected in any given year.

Night Patrol: The PBID may continue to invest in the night patrol which currently patrols the District 5 days per week, 5 hours per night. Their services are to support the police department, property owners and tenants in overall efforts to prevent crime and reduce street disorder. Their presence is a deterrent to theft and burglary from motor vehicles. They observe and report a myriad of quality-of-life problems including: drinking in public, urinating in public, public drunkenness, trespassing, and shopping cart confiscation.

Clean and Safe Team: The Clean and Safe Team consistently deals with maintenance and safety issues within the District. Currently the PBID contracts with the East County Transitional Living Center (ECTLC) to provide these services throughout the District. Specifically, the ECTLC provides and will continue to provide the following services:

- Sweep and pick up trash.
- Maintain open communication with police, providing additional eyes and ears on the street to report criminal activity.
- Daily interaction with homeless and transient community, when present, and make referrals as necessary.

- Report and clean up any encampments.
- Improve the physical and social environment of Downtown El Cajon.
- Remove illegally dumped trash and debris from District right of ways.
- Report graffiti. (Currently the City removes the graffiti)
- Remove weeds in District right of way areas.
- Do light landscape pruning and maintenance where needed.
- Remove shopping carts.
- Provide an added presence throughout the downtown core area.
- Pressure wash sidewalks and bus stops on a regular schedule, in accordance with El Cajon Municipal Code Ch.13.10. However, during drought years pressure washing may not be permitted.

Beautification: In addition to the Clean and Safe program, PBID Environmental Enhancements include funds to invest in highly visible improvements that will add to the attractiveness of public spaces throughout downtown. Beautification improvements may include:

- Cosmetic capital improvements, including street furniture, information kiosks, pedestrian lighting and other amenities.
- Wayfinding and directional signage to help visitors navigate through downtown.
- Public art.
- Landscaping, planters and other green elements.
- Seasonal holiday decorations and banners.
- Other beautification improvements as determined year-to-year by the PBID Owner's Association.

ECONOMIC ENHANCEMENTS

A comprehensive economic vitality program has been included as a key component of the Downtown PBID. The prior management plan was designed during a period of economic recession, hence activities initially aimed to proactively work on filling office and retail vacancies with targeted businesses, compete with surrounding commercial districts, and bring more visitors and shoppers to Downtown El Cajon.

Given a more favorable economic climate, and acknowledging demographic and lifestyle trends that are supportive of continued investment in downtowns, the areas for economic enhancements may include:

Business Retention and Recruitment: The PBID will provide funds dedicated to business development, including business retention and recruitment programs which will provide a primary one-stop point of contact for all business prospects looking to locate and/or grow in downtown El Cajon. Comprehensive marketing information on downtown will be researched, packaged and maintained. Specialized research will identify specific target business groups and niches that are most likely to locate within downtown.

Image and Marketing: PBID funds will be used to build a strong marketing program as part of an overall effort to economically enhance Downtown El Cajon. Image and marketing efforts will aim to support business retention and recruitment efforts as well as encourage both locals and visitors to explore downtown.

Traditional and non-traditional marketing activities and products will be explored including an interactive website and electronic communications tools, stronger public and media relations efforts to communicate ongoing positive changes in the downtown marketplace, social media, and printed products including periodic market reports and updates, maps and brochures that provide users with information about the amenities downtown has to offer. In addition, programming and events to activate downtown will be developed as part of an overall image and marketing campaign.

Special Events: The Special Events budget is reserved for opportunities to continue providing existing events downtown, e.g. the Car Show or Dinner and a Concert, or to add additional events that present themselves during the life of the district. These special events improve commerce by drawing people downtown and introducing them to opportunities to dine, shop, or engage in commerce.

Parking Initiatives: The PBID will work in concert with the City staff to explore options for improving parking management and mobility options to and within Downtown. Options include identifying employee parking and transit options, creating parking promotions for consumers and funding studies to evaluate increasing the parking supply.

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

MANAGEMENT

Like any business, the PBID will require a professional staff to properly manage programs, communicate with stakeholders and provide leadership. The PBID supports a professional staff that delivers programs and advocates on behalf of the properties in downtown El Cajon. The PBID advocacy services will provide direction on policies and issues that affect the central business district.

The day-to-day operations are overseen by the Owners' Association that may hire an operations manager, special events manager and a marketing manager. The Owners' Association and the management team are responsible for providing the day-to-day operations of the PBID. PBID funds may be used to leverage additional monies from sponsorships, contracts, grants and earned income. Additional administrative costs will include; accounting and annual financial audit, insurance, program support costs including supplies, equipment and rent, County PBID assessment collection fee, estimated at 1% of assessments, and other administration costs associated with the overhead and administrative support of programs.

A 5% reserve fund is also budgeted to provide a contingency for unforeseen program needs and to provide a cushion for assessment delinquencies.

Section 4: PBID Assessment Budget

2017 PBID Assessment Budget

The following table outlines the PBID maximum assessment budget for 2017.

EXPENDITURES	BUDGET	% of Budget
Environmental Enhancements	\$250,000	44.64%
Economic Enhancements	\$150,000	26.79%
Management	\$150,000	26.79%
PBID Reserve	\$10,000	1.79%
Total Expenditures	\$560,000	100.00%
REVENUES		
Assessment Revenues	\$549,063	98.05%
General Benefit Revenues	\$10,938	1.95%
Total Assessment District Revenues	\$560,000	100.00%

Budget Adjustments

Annual assessments may increase no more than 5% per year, consistent with the increase in consumer price index (CPI) and/or other increases in program costs. The determination of annual adjustments in assessment rates will be subject to the review and approval of the board of the Owners' Association.

10-Year Maximum Budget

The following table illustrates the PBID's maximum annual budget for the 10-year life term, adjusting it by the maximum 5% inflation factor.

Description	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Environmental	\$250,000	\$262,500	\$275,625	\$289,406	\$303,877	\$319,070	\$335,024	\$351,775	\$369,364	\$387,832
Economic	\$150,000	\$157,500	\$165,375	\$173,644	\$182,326	\$191,442	\$201,014	\$211,065	\$221,618	\$232,699
Subtotal Activities	\$400,000	\$420,000	\$441,000	\$463,050	\$486,203	\$510,513	\$536,038	\$562,840	\$590,982	\$620,531
Management	\$150,000	\$157,500	\$165,375	\$173,644	\$182,326	\$191,442	\$201,014	\$211,065	\$221,618	\$232,699
Reserve Fund	\$10,000	\$10,500	\$11,025	\$11,576	\$12,155	\$12,763	\$13,401	\$14,071	\$14,775	\$15,513
Subtotal Mgmt	\$160,000	\$168,000	\$176,400	\$185,220	\$194,481	\$204,205	\$214,415	\$225,136	\$236,393	\$248,213
TOTAL BUDGET	\$560,000	\$588,000	\$617,400	\$648,270	\$680,684	\$714,718	\$750,454	\$787,976	\$827,375	\$868,744

Note: In the last 5 years, the Owner's Association has not raised the assessment levels.

Section 5: Public Sector Participation

Existing City Services

The City Council, by adopting this plan, will confirm its intention to ensure an existing level of services in the district equivalent to the level that is being provided elsewhere in the City. Assessment funds will pay for services that are above and beyond those services provided by the City.

Rationale for Public Property Assessments

Proposition 218 states that no parcel is exempt from assessments if that parcel receives benefit from the improvements and activities. This includes government and Public use parcels. The City of El Cajon and any other government owned parcels within the PBID boundary will pay their assessment based on the special benefits conferred to those parcels. All publicly owned parcels specially benefit from the PBID activities as they make each assessed parcel cleaner, safer, more attractive, and economically vibrant. Specifically, these parcels specially benefit from: cleaning up any debris or trash, beautifying the public right-of-ways, patrolling their sidewalks, interacting with the homeless population, and increased business development.

Therefore, government uses are assessed for the special benefits they receive from the PBID activities. The assessment methodology to allocate the cost of these improvements is consistent with all other land uses in the district: parcel square footage plus linear street frontage. Please see Section 6: Assessment Methodology for further discussion.

The publicly owned parcels within the PBID boundary and their respective assessments are indicated below.

APN	Owner Name	Site Address	Parcel Assmt
487 172 67 00	City Of El Cajon	326 N Magnolia Ave	\$1,446.56
487 321 12 00	City Of El Cajon		\$513.09
488 072 38 00	City Of El Cajon	Magnolia Ave N	\$3,933.57
488 072 45 00	City Of El Cajon	100 Civic Center Way	\$24,174.60
488 083 03 00	City Of El Cajon	115 Rea Ave	\$520.62
488 083 27 00	City Of El Cajon	149 Rea Ave	\$1,425.21
488 111 28 00	City Of El Cajon	210 E Main St	\$7,970.95
488 111 30 00	City Of El Cajon	200 Civic Center Way	\$18,532.04
488 111 35 00	City Of El Cajon		\$1,995.33
488 192 09 00	City Of El Cajon	E Douglas St	\$13,739.53
488 211 21 00	City Of El Cajon	201 E Main St	\$997.65
488 211 22 00	City Of El Cajon	230 E. Douglas St	\$1,681.73
488 212 19 00	City Of El Cajon	Claydelle	\$513.09
488 212 20 00	City Of El Cajon	Douglas Ave	\$456.09
488 212 22 00	City Of El Cajon	E Douglas St	\$2,593.92
SUBTOTAL CITY PARCELS:			\$80,493.99
488 111 32 00	County of San Diego	E Main St	\$22,449.67
488 162 17 00	County of San Diego	200 S. Magnolia Ave	\$3,290.98
488 192 08 00	County of San Diego	201 E Douglas Ave	\$5,059.50
SUBTOTAL COUNTY PARCELS:			\$30,800.15

APN	Owner Name	Site Address	Parcel Assmt
487 262 04 00	San Diego Metropolitan Transit	166 S Marshall Ave	\$3,334.99
487 262 09 00	San Diego Metropolitan Transit	1133 W Main St	\$1,209.80
487 273 06 00	San Diego Metropolitan Transit	398 S Marshall Ave	\$4,731.67
SUBTOTAL TRANSIT PARCELS:			\$9,276.46
TOTAL PUBLIC AGENCY:			\$120,570.60

Section 6: Assessment Methodology

General

This Management District Plan provides for the levy of assessments for the purpose of providing services and activities that specially benefit real property in the PBID. These assessments are not taxes for the general benefit of the City, but are assessments for the services and activities which confer special benefits upon the real property for which the services and activities are provided.

Assessment Factors

Downtown El Cajon property owners and business owners have emphasized that the assessment formula for the Downtown El Cajon PBID be fair, balanced, and have a direct relationship to special benefits received. The State enabling legislation also states, "Assessments levied on real property...shall be levied on the basis of the estimated benefit to the real property within the...district."

The method used to determine proportional special benefits are measured by each parcel's lot square footage plus building square footage. For a complete and detailed description of the assessment factors and the assessment formulas, please refer to the Engineer's Report.

Special Benefit Analysis

All special benefits derived from the assessments outlined in this report are for property related activities directly benefiting each individual assessed parcel in the PBID. The special benefit must affect the individual assessable parcel in a way that is particular and distinct from its effect on other parcels, and that real property in general and the public at large do not share. No parcel's assessment shall be greater than the special benefits received.

Streets and Highways Code Section 36601(e) states that "Property and business improvement districts formed throughout this state have conferred special benefits upon properties and businesses within their districts, and have made those properties and businesses more useful by providing the following benefits: (1) Crime reduction. A study by the Rand Corporation has confirmed a 12-percent reduction in the incidence of robbery and an 8-percent reduction in the total incidence of violent crimes within the 30 districts studied. (2) Job creation. (3) Business attraction. (4) Business retention. (5) Economic growth. (6) New investments.

The PBID's goal is to fund activities and improvements that provide a cleaner, safer, and more attractive and economically vibrant environment as outlined in Section B. The goal of improving the economic vitality is achieved by improving the safety, cleanliness, marketing, and appearance of each specially benefitted parcel in an effort to increase commerce, to increase building occupancy and lease rates, and to attract more customers, employees, tenants and investors.

Each parcel will specially benefit from:

- Cleaner and safer sidewalks, streets, alleyways, and common areas
- Real and perceived public safety improvements
- Greater pedestrian traffic
- Enhanced rental incomes

- Improved business climate
- New business and investment
- Well managed programs and services

Specifically each parcel benefits from each of the PBID activities as defined below.

Safety

The enhanced safety activities make the area more attractive for businesses, customers, residents, and ultimately private investment. When business location decisions are made, "lower levels of public safety lead to increased uncertainty in decision making and can be perceived as a signal of a socio-institutional environment unfavorable for investment. Uncertainty affects the investment environment in general. But in particular, it increases the fear of physical damage to investment assets (or to people) or their returns...Almost universally, places with lower crime rates are perceived as more desirable".¹ Once economic investment occurs within the district, pedestrian traffic and commercial activity will increase. The special benefit to assessed parcels from these services is the likelihood of increased lease rates and tenant occupancy due to the increase of commercial activity, and an increase in customers that follow from having a safer environment.

Maintenance and Beautification

The maintenance and beautification activities benefit each assessed parcel within the PBID by providing a clean and aesthetically appealing environment. This is achieved through sidewalk sweeping and power washing, removing litter and graffiti, and trash removal. In addition, the beautification activities benefit each assessed parcel by providing wayfinding signage, sidewalk benches, holiday décor, planters, etc. These activities create the environment needed to achieve the PBID goals.

Economic Development

The economic development activities will specially benefit each assessed parcel by encouraging business development and investment. This generates customer traffic which directly relates to increases in commercial activity including residential serving businesses, filling of vacant storefronts and offices, and ultimately increased lease rates for retail and office space.

Special Benefit Conclusion

Based on the special benefits each assessed parcel receives from the PBID activities, we concluded that each of the proposed activities provides special benefits to the real property within the district, and that each parcel's assessment is in direct relationship to and no greater than the special benefits received.

The special benefit to parcels from the proposed PBID activities and improvements described in this report is equal to or exceeds the total amount of the proposed assessment. Each individual assessed parcel's assessment is no greater than the special benefit it receives from the PBID activities.

¹ "Accelerating economic growth and vitality through smarter public safety management" IBM Global Business Services Executive Report, September 2012, pg. 2

General Benefit Analysis

As required by the State Constitution Article XIID Section 4(a), the general benefits of an assessment district must be quantified and separated out so that the cost of the activities that are attributed to general benefit are deducted from the cost assessed against each specially benefitted parcel. General benefits are benefits from the PBID activities and improvements that are not special in nature, are not "particular and distinct", and are not over and above the benefits that other parcels receive. This analysis will evaluate and determine the level of general benefits that (1) parcels outside of the PBID, and (2) the public at large, may receive.

General Benefit to Parcels Outside of the PBID

All the PBID activities and improvements are provided solely to each of the individual assessed parcels in the PBID boundary. Each of the PBID activities is provided to the public right-of-ways (streets, alleys, sidewalks) adjacent to all specially benefitted parcels or tenants in the PBID. None of the surrounding parcels will directly receive any of the PBID activities. Any benefits these parcels may receive are incidental to providing special benefits to the assessed parcels, and thus any cost associated to the incidental benefits are not reduced from the cost of providing special benefit.

General Benefit to the Public At Large

In addition to general benefit analysis to the parcels outside of the PBID boundary, there may be general benefits to the public at large, meaning those people that are either in the PBID boundary and not specially benefitted from the activities, or people outside of the PBID boundary that may benefit from the PBID activities. In the case of the PBID, the public at large are those people that are within the PBID boundary that do not pay an assessment and do not specially benefit (employees, tenants, and customers) from the PBID activities.

To help determine this, 6 business districts in nearby Los Angeles (Historic Downtown, Leimert Park, Arts District, Downtown Industrial, Fashion District, and Sherman Oaks) conducted intercept surveys. These surveys determined the percentage of people that are within the district that are not specially benefitted and did not engage in business activity. The six intercept surveys found that on average 1.4% of the respondents were within the district boundary and not specially benefitted.

In the case of the Downtown El Cajon PBID we use these survey results to then further quantify the relative benefit the specially benefitted public and the general public may receive from the PBID activities. The general public may appreciate the enhanced level of security and maintenance as well as the beautification activities as it passes through the District whether they are engaging in commerce or not. The specially benefitted public receives 100% of the PBID activities and special benefit. The general public's relative benefit is less than the specially benefitted public, and based on the surveys discussed above, that percentage is 1.4%. However, to be conservative, we apply a relative benefit percentage of 5.0% to account for any potential difference between Los Angeles PBIDs and the Downtown El Cajon PBID.

We then apply the relative benefit percentage for the general public to each of the PBID activities. The table below shows the budget for each of the PBID activities and their respective percentage of the total PBID budget. We then apply a relative benefit factor to each activity accounting for the potential benefit the general public may receive. The relative benefit factor is then multiplied by the PBID activity's budget percentage to determine the overall benefit factor. The following table illustrates this calculation.

PBID Activity	A Budget Amount	B % of Budget	C General Benefit Factor	D General Benefit Percent (B x C)	E General Benefit Allocation (A x D)
Environmental + Admin	\$350,000	62.50%	5.00%	3.13%	\$10,938

This analysis indicates that \$10,938 may be attributed to general benefit to the public at large, and will be raised from sources other than special assessments.

Total General Benefits

Using the sum of the two measures of general benefit described above, we find that \$10,938 or 1.95% of the total PBID budget may be general in nature and will be funded from sources other than special assessments.

Assessment Calculation

As previously discussed the budget is segregated into the two benefit zones based upon each Zone's demand for service. In addition to the benefit zones, we further define the benefit to two land use categories; commercial/government, and residential/non-profit all of which receive varying levels of benefit from the PBID services. Each benefit zone's land use characteristics and assessment factors are as follows:

Land Use:	Lot Sq.Ft.	Bldg Sq.Ft.	Lot + Bldg
<u>Premium Zone 1:</u>			
Commercial/Govt	2,514,818	975,957	3,490,775
Residential/Non-Profit	349,783	43,407	393,190
Total Premium:	2,864,601	1,019,364	3,883,965
<u>Standard Zone 2:</u>			
Commercial/Govt	2,581,205	713,829	3,295,034
Residential/Non-Profit	523,923	244,945	768,868
Total Standard:	3,105,128	958,774	4,063,902

Based on the parcel characteristics and the budget for each, the following are the calculated rates for each assessment factor and each benefit zone for fiscal year 2016/2017.

Annual Assessments:	Assmt per Foot
<u>Premium Zone:</u>	
Commercial/Govt	\$0.0818
Residential/Non-Profits	\$0.0475
<u>Standard Zone:</u>	
Commercial/Govt	\$0.0654
Residential/Non-Profits	\$0.0380

Annual Assessment Adjustments

Budget Adjustment

Annual assessment rates may be adjusted for annual changes in the San Diego Consumer Price Index (CPI) for all urban consumers and/or other changes in programs costs, not to exceed 5%. Actual annual adjustments may range from 0% to 5%. Assessment rates will not exceed the levels illustrated by the Ten Year Operating Budget and Maximum Assessment exhibit.

Property Use Considerations

The methodology provides the following treatments for property used exclusively for residential and non-profit:

- **Treatment of Residential and Non-Profit Property:** Residential and non-profit uses will fully benefit from Environmental Enhancement services and will pay a full share of these services. However, the services identified under the Economic Enhancements are aimed at promoting and encouraging commerce in the downtown area, which typically are not the primary goals of residential or non-profit parcels. Therefore, these parcels will not receive special benefit from Economic Enhancements and thus will not be assessed for those services.

Time and Manner for Collecting Assessments

As provided by state law, the Downtown El Cajon PBID assessment will appear as a separate line item on the annual San Diego County property tax bills, or by a special manual bill prepared by the District and either paid in one lump sum or in two equal installments. Laws for enforcement and collection of property taxes also apply to the PBID assessment.

Disestablishment

State law provides for the disestablishment of a PBID pursuant to an annual process. The 30-day period begins each year on the anniversary day that the City Council first establishes the District. Within this annual 30-day period, if the owners of real property who pay more than 50 percent of the assessments levied submit a written petition for disestablishment, the PBID may be dissolved by the City Council. The City Council must hold a public hearing on the proposed disestablishment before voting on whether or not to disestablish the district.

Duration

The PBID will have a ten year term commencing January 1, 2017 through December 31, 2026. Any major modifications or new or increased assessments during the term of the district that are not consistent with the provisions of original Management District Plan will require a new mail ballot process.

During Year 5 of the district, or at any other time as determined by the Owners' Association, a formal review of the PBID will be conducted that considers changes in market dynamics, new development, and other influences on the district. The district, through a petition and ballot process, may then be renewed prior to the expiration of the ten year term.

Bond Issuance

No bonds will be issued to finance improvements.

Section 7: PBID Governance

City Council

Following the submission of petitions from property owners representing more than 50% of the assessments to be paid, the City Council, upon holding a public hearing on the proposed District, may elect to renew the PBID. The PBID is renewed by a City Council resolution, including the levy of an assessment on property, if the assessment is first approved by parcel owners in a balloting process.

PBID Governance

Consistent with business improvement district legislation throughout the nation, California's "Property and Business Improvement District Law of 1994" establishes a governance framework that allows property owners who pay assessments the ability to determine how the assessments are used. This Management District Plan may be subject to changes if required by the state of California or the City of El Cajon.

Downtown El Cajon PBID: The Downtown El Cajon PBID will continue to be managed by the Downtown El Cajon Business Partners, a 501(c)6 California non-profit corporation that shall serve as the PBID Owner's Association.

The role of the proposed Owner's Association is consistent with similar PBIDs throughout California and the nation. The Owner's Association will determine budgets, assessment rates and monitor service delivery. As part of the Management Plan, the Owner's Association can decide to either employ its own staff and/or contract with service providers and other partner organizations, in order to:

- Reduce overall administrative costs of the PBID.
- Leverage PBID funds with other resources and capabilities provided by program partners such as the City of El Cajon and others.
- Minimize the potential for duplication of enhanced services and activities.
- Ensure that the PBID is represented by a unified property owner voice, thereby maximizing downtown's influence in policies and civic affairs.

Pursuant to the State of California PBID legislation the PBID Owner's Association will be subject to disclosure and notification guidelines set by the Ralph M. Brown Act and California Public Records Act.

PBID Owner's Association Board of Directors: The Owner's Association shall adhere to the existing District's by-laws which indicate that the board of directors will consist of all property owners in good standing to develop recommendations for budgets, assessment rates and policies for the use of PBID funds that are consistent with this Management Plan. The Owner's Association board of directors will meet monthly and will consist of nine members; 7 property owners, 1 City representative and 1 County representative.

Section 8: Implementation Timeline

The Downtown El Cajon PBID will have a ten year life from January 1, 2017 to December 31, 2026.

In order for the PBID to meet the start-up date of January 1, 2017, the formation needs to adhere to the following schedule:

Formation Schedule	Dates
Petitions distributed to property owners	February
Marketing campaign to obtain signed petitions: presentations, neighborhood meetings, 50% weighted vote targeting	February - April
City Council adopts Resolution of Intention	Early May
Assessment ballots mailed to property owners	Mid May
City Council holds public hearing and tabulates ballots	Late June

2016 PBID RECERTIFICATION
SCHEDULE

February 23, 2016 – Council Meeting (Administrative Report)

Approve request from Downtown El Cajon PBID to initiate proceedings to recertify PBID and execute Petition in favor of recertification

April 26, 2016 – Council Meeting (Consent Item)

Adopt Resolution of Intention on April 26, 2016 – Resolution No. xx-16

April 27 – 28, 2016, but BEFORE April 29, 2016

Mail letter and ballots

April 29, 2016

City Clerk to prepare Verification of mailing of ballots

May 26, 2016

Publish Resolution of Intention

June 2, 2016

Publish Notice of Public Hearing scheduled for June 14, 2016 at 7:00 p.m.

June 14, 2016 – Council Meeting (Public Hearing at 7:00 p.m.)

Adopt Resolution on June 14, 2016: Resolution Establishing a Property and Business Improvement District and Authorizing the Levy and Collection of Assessments

June 15, 2016

Prepare Ballot Certification from results of vote on June 14, 2016

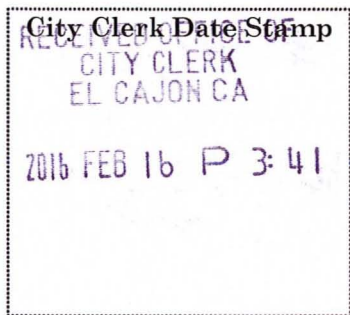
Prepare Verification of Mailing and send certified copies of Resolution adopted June 14, 2016

Record Certified copy of Resolution

Record Notice of Assessment and Assessment Diagram

NEED FROM PBID:

Recordable Assessment Diagram similar to two pages from previous recertification prior to recording AFTER voting



City of El Cajon Agenda Report

MEETING: Feb. 23, 2016

ITEM NO: 4.2



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Bales, Kendrick, McClellan

FROM: Anthony Shute, Deputy Director of Community Development

SUBJECT: Responsible Retailer Recognition Program

RECOMMENDATION: That the City Council: ACCEPT and APPROVE the proposed Responsible Retailers.

BACKGROUND

On September 10, 2013, the City Council adopted a new alcohol sales ordinance to address community concerns associated with unlawful alcohol sales and related nuisances. In support of the newly adopted alcohol sales ordinance, Minor Decoy Program operations were initiated by the El Cajon Police Department in early 2014. The goal of the Minor Decoy Program is to reduce youth access to alcohol thereby suppressing a community danger of underage drinking, and if needed, reduce the number of licensees who sell alcohol to minors. Specifically, the program enforces the City's Alcohol Sales and Deemed Approved Alcohol Sales Regulations and requires full compliance with all federal, state and local laws pertaining to the sale of alcohol.

At the June 9, 2015, City Council meeting, Councilmember Kendrick indicated that there are many good off-sale outlets that have not sold to minors, and that they should be recognized. The City Council directed the City Manager to return with a recognition program with criteria that could be used in measuring the performance of off-sale alcohol establishments. The recognition program was later approved by the City Council on August 11, 2015, with a focus on off-sale alcohol outlets. However, tobacco retailers were not included, and the City Council may wish to consider them since they are subject to annual monitoring similar to off-sale alcohol establishments. In support of the City's Tobacco Retailers regulations, a monitoring program was initiated by the City Council and conducted in 2015. To date, all licensed tobacco retailer locations have been inspected, and 99 out of 103 retailers passed this inspection.

RESPONSIBLE RETAILER PROGRAM

The program goal is to recognize off-sale alcohol and tobacco retailers which comply with the City's regulations. This recognition creates awareness of the City's efforts to improve public safety for all residents. It reinforces good behavior and the importance

of responsible retail sales. Furthermore, it shows appreciation, and expresses the City's way of saying "Thank You."

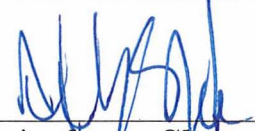
The program criteria are simple. There can be no infractions for the previous 12 months. This means that an establishment has not been the subject of any valid code compliance action (e.g. zoning, building, etc.), and it has successfully passed all monitoring inspections. Moreover, specifically for alcohol outlets, all owners and all employees of the off-sale alcohol establishment involved in the sale of alcoholic beverages have completed Responsible Beverage Service (RBS) training, and all applicable RBS training certifications are current.

Recognizing responsible retailers will be in the form a letter signed by the Mayor and will include a window decal that can be displayed at the store's entrance. **Attachment 1** is a list of the 2015 responsible retailers.

FISCAL IMPACT

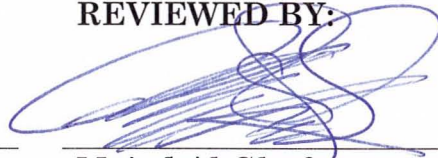
Annual costs are estimated at \$150 to purchase responsible retailer window decals, and approximately \$800 in staff costs to administer the program.

PREPARED BY:



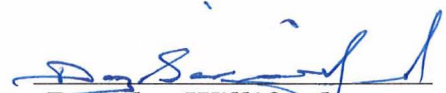
Anthony Shute
Deputy Director of
Community
Development

REVIEWED BY:



Majed Al-Ghafry
ASSISTANT
CITY MANAGER

APPROVED BY:



Douglas Williford
CITY MANAGER

ATTACHMENTS

1. Responsible Retailers List
2. Letter of recognition
3. Window decal
4. Recognition Program guidelines

2015 RESPONSIBLE RETAILERS

Off-Sale Alcohol Establishments

Store	Location
3 Brothers Liquor	1031 Broadway
7 21 Liquor	369 N. Second
7 eleven	108 W. Washington
7 eleven	2270 Fletcher Pkwy
7 eleven	394 W. Chase
7 eleven	375 W. Madison
7 eleven	1666 Greenfield
76 Gas	695 El Cajon Blvd
ARCO	201 Broadway
ARCO	900 Broadway
ARCO	593 N. Mollison
ARCO	1410 E. Main
ARCO	404 E. Chase
Avocado Market	852 Avocado
Big Lots	1085 E. Main
Chevron	1298 Broadway
CVS	1299 Broadway
CVS	2760 Fletcher Pkwy
CVS	426 E. Chase
CVS	790 Jamacha
Fair Valley Liquor	545 E. Main
Fletcher Hills Bottle Shop	2447 Fletcher Pkwy
Food 4 Less	444 Broadway
Foodland	1099 E. Main
Granada Liquor	930 Broadway
Grocery Outlet	350 N. Second
Haggen	1608 Broadway
Italia Pizza	1438 Broadway
Kaelin's	1435 E. Main
Main Street Liquor	861 E. Main
Mobil Gas	1761 Greenfield
Nick's Liquor	660 S. Magnolia
Ralley Quik Stop	1108 Broadway
Ranch Liquor	1007 E. Washington
Revco	303 Jamacha
Rite Aid	1135 Avocado
Shell Gas	601 N. Second
Smart & Final	1090 Fletcher Pkwy
Target	250 Broadway
Vons	1201 Avocado
Vons	950 N. Second
Walmart	605 Fletcher Pkwy
Walmart Market	300 N. Second
Washington Market	121 W. Washington
Windy City Liquor	701 Broadway

Tobacco Responsible Retailer

Store	Location
Tobacco Outlet	145 Jamacha Rd
Revco Gas	303 Jamacha Rd
Tobacco Store	542 Jamacha Rd
Christy's Donuts	657 Jamacha Rd
MYOBZ LLC	978 N Cuyamaca
Fletcher Hills Bottle Shop	2447 Fletcher Pkwy
Ramco Petroleum #7	2410 Fletcher Pkwy
7-Eleven #2021-13655	2270 Fletcher Pkwy
Wal-Mart Store #3424	605 Fletcher Pkwy
Snack-n-Go Mart	415 Parkway Plz #M2
Ash Smoke Shop	762 N Johnson Ave #102
G & M Oil Co., LLC #95	1099 W Main St
Super Star #3	1090 W Main St
Contract Mgmt Services Inc.	489 W Main St
7-Eleven #2111-13658G	375 W Madison Ave
Magnolia Family Market	112 E Madison Ave
Johnny's Shell	515 N Magnolia Ave
A Mart	250 S Marshall Ave
Ram 99, Inc.	407 El Cajon Blvd
United Oil #42	695 El Cajon Blvd
Body Beautiful Car Wash	690 El Cajon Blvd
Pragya Food, Inc.	398 El Cajon Blvd
7-Eleven #34048A	1021 W Washington Ave
7-Eleven #21834	108 W Washington Ave
Nick's Liquor	660 S Magnolia Ave
North Park Produce	432 E Chase Ave
El Cajon ARCO AM/PM	404 E Chase Ave
YES	522 E CHASE AVE STE C
Mollison Market	725 S Mollison Ave
Ranch Liquor & Deli	1007 E Washington Ave
San Diego Cash & Carry Wholesale	1090 E Washington Ave
7-Eleven #16070C	394 W Chase Ave
Rite Aid #5625	1135 Avocado Ave
Vons #3044	1201 Avocado Ave
Cigarettes & Cigara	1175 Avocado Ave #103
Greenfield Mobil	1761 Greenfield Dr
7-Eleven #2131-13657F	1666 Greenfield Dr
Marcos Family Inc./ARCO	201 Broadway
Food for Less #394	444 Broadway
Dickow's Visions	453 Broadway
Windy City Market	701 Broadway
Granada Liquor	930 Broadway
On Broadway Gas/ARCO	900 Broadway
Super Star Gas	1090 Broadway
G&M Oil Co #94/Chevron	1298 Broadway
Walgreens #12387	1306 Broadway

2015 RESPONSIBLE RETAILERS

Attachment 1

Mollison Gas & Mini Market	593 N Mollison Ave
G&M Oil Co #12/Chevron	696 N Mollison Ave
7-21 Liquor	369 N 2nd St
Gas Depot	490 N 2nd St
7-Eleven #36485	500 N 2nd St
United Oil #20	710 N 2nd St
El Cajon Valley Shell	601 N 2nd St
Vons #2367	950 N 2nd St
George's Check Cashing	1150 N 2nd #103
Teana Market	134 E Main St
EMJ Investment	311 E Main St
Fair Valley Liquor	545 E Main St
Main Street Liquor	861 E Main St
El Cajon Tobacco Outlet	1246 E Main St
Valley Foods	1275 E Main St
Smog Pros SD	1410 E Main St
Kaelin's Market	1435 E Main St
G&M Oil Co #59/Chevron	1701 E Main St
Purified Water and More	1772 E Main St

[Date]

[Business name and address]

Congratulations! You have been designated a responsible retailer for 2015!

In support of El Cajon's adopted alcohol sales ordinance, the El Cajon Police Department conducted a successful monitoring program for the past year. The goal of the Program is to reduce youth access to alcohol thereby suppressing a community danger of underage drinking, and if needed, reduce the number of licensees who sell alcohol to minors. The program enforces El Cajon's alcohol sales ordinance and requires full compliance with all federal, state and local laws pertaining to the sale of alcohol.

Over the past 12 months, your business has not been the subject any valid code compliance actions; and, it has successfully passed all monitoring activities. Moreover, all owners and all employees involved in the sale of alcoholic beverages have completed Responsible Beverage Service (RBS) training, and all applicable RBS training certifications are current.

Therefore, on behalf of the El Cajon City Council and staff, I want to say Thank You! Thank you for helping create a quality business environment, and a safe and healthy community. Please accept the enclosed decal which can be displayed at the store's entrance. The decal is meant to inform the public that your business is a safe and responsible place to conduct business.

The City appreciates your cooperation and adherence to the El Cajon alcohol sales ordinance.

Sincerely,

Mayor of El Cajon

[Date]

[Business name and address]

Congratulations! You have been designated a responsible retailer for 2015!

In support of El Cajon's adopted tobacco retailer license ordinance, the City of El Cajon conducted a successful monitoring program for the past year. Compliance checks are conducted to determine if tobacco and vaping product retailers are complying with applicable laws that regulate underage sales. The goal of the Program is to reduce youth access to tobacco and related products. The program enforces El Cajon's tobacco retailers' ordinance and requires full compliance with all federal, state and local laws pertaining to the sale of tobacco and related products.

Over the past 12 months, your business has not been the subject any valid code compliance actions; and, it has successfully passed all monitoring activities. Therefore, on behalf of the El Cajon City Council and staff, I want to say Thank You! Thank you for helping create a quality business environment, and a safe and healthy community. Please accept the enclosed decal which can be displayed at the store's entrance. The decal is meant to inform the public that your business is a safe and responsible place to conduct business.

The City appreciates your cooperation and adherence to the El Cajon tobacco retailers' ordinance.

Sincerely,

Mayor of El Cajon



Responsible Retailer Recognition Program Guidelines

Goal

To publicly recognize off-sale alcohol establishments and tobacco retailers which comply with the City's Regulations governing the sale of alcohol and tobacco.

Benefits

Creates awareness of the City's efforts to improve public safety for all residents

Reinforces positive image and the importance of responsible retail sales

Shows appreciation and expresses our way of saying "Thank You"

Criteria

No infractions for the past 12 months

- The retailer has not been the subject any valid code compliance action (e.g. zoning, building, etc.); and
- The off-sale alcohol establishment has successfully passed all minor decoy inspections; and/or
- The tobacco retailer has passed the tobacco sales monitoring program

Participation in Responsible Beverage Service (RBS) training (off-sale alcohol retailers)

- All owners and all employees of the off-sale alcohol establishment involved in the sale of alcoholic beverages have completed Responsible Beverage Service (RBS) training; and
- RBS training certification is current.

Recognition

Recognizing responsible retailers will be in the form a letter signed by the Mayor and will include a window decal that can be displayed at the store's entrance

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City of El Cajon Agenda Report

MEETING: Feb. 26, 2016

ITEM NO: 5.1



TO: Mayor Wells, Mayor Pro Tem Ambrose,
Councilmembers Bales, Kendrick, McClellan

FROM: Public Safety Facility Financing Oversight Committee

SUBJECT: Annual Report of the Public Safety Facility Financing Oversight Committee

RECOMMENDATION: That the City Council accept the Annual Report from the Public Safety Facility Financing Oversight Committee.

BACKGROUND: In accordance with El Cajon Municipal Code 2.24.900 Public Safety Facility Financing Oversight Committee/Powers and Duties:

The Public Safety Facility Financing Oversight Committee was established in conjunction with the passage of Proposition O on November 2, 2004. The Committee serves in an advisory capacity and shall make recommendations on matters pertaining to the expenditure of Proposition O proceeds. Currently, the Committee Members are Chair Rodgers Smith, Vice Chair John A. Forrest, David DeBaca, Michael Huse, Michelle Nguyen, James Rue, and Kathy Spacone. The Committee is pleased to provide the Mayor and City Council the following report with findings relative to Proposition O funds for Fiscal Year 2015 (July 1, 2014 - June 30, 2015).

The Committee met three times in 2015, during which time the Committee was provided financial reports indicating costs associated with and spent as part of development of the various public safety facilities.

In December, City staff provided the Committee with the attached Independent Auditors' Report on the Public Safety Facilities Capital Projects Fund (Exhibit A) summarizing the revenues and expenditures for the fiscal year ended June 30, 2015. The auditing firm of Rogers, Anderson, Malody & Scott, LLP noted no exceptions. On December 16, 2015, Oversight Committee Members met and confirmed that the detailed financial reports provided by City staff throughout the year were validated by the Independent Auditors' Report. Based on all financial data provided, reviewed and confirmed, the Committee is prepared to provide the City Council with this written report.

Summary of Revenues and Expenditures

During Fiscal Year 2014-2015, Proposition O sales tax revenues received from the State of California totaled \$7,528,077, which represents a decrease of 10.9% from the prior fiscal year. The decrease is a result of the Proposition O sales tax revenue ending on March 31, 2015. Total sales tax revenue received from inception (2005) through June 30, 2015, is \$80,937,473.79. The other sources of revenue recorded last year came from investment earnings of \$76,416 and miscellaneous reimbursements of \$100,000.

During Fiscal Year 2014-2015, total expenditures were \$7,975,261, of which \$7,886,158 was paid towards debt service payments for the bonds issued. The bonds were fully paid off in August 2015. Since inception, \$93,826,671 has been expended for the Public Safety Facilities Program.

Concerns

None

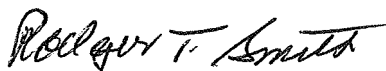
Conclusions

The Public Safety Facility Financing Oversight Committee has carefully reviewed the accounting documents provided by the City Manager's staff and the Independent Auditors' Report on the Fund. The Committee is comfortable that the listed expenditures related to the project were expended appropriately through fiscal year end 2015 and were consistent with the language and requirements under Proposition O, as passed by the voters in November 2004.

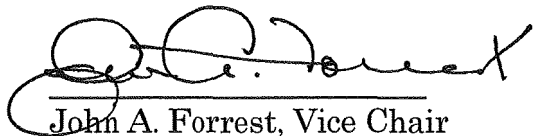
The Oversight Committee continues to be proactive and professional in all respects. Throughout the course of the year, Committee Members received detailed information about the current Proposition O Budget and Financials, as well as the status of the new Animal Care Facility. The Committee continues to have outstanding support from the El Cajon staff. The Committee would also like to acknowledge Brett Channing, Assistant to the City Manager; Holly Reed-Falk, Financial Operations Manager; Jeff Davis, Police Chief and his staff; Rick Sitta, Fire Chief and his staff; and Tracy Yale, Administrative Secretary, for the noteworthy and outstanding degree of professionalism, dedication and thorough knowledge of all aspects of this important endeavor. Their tireless efforts, expertise and guidance have been significantly important in assisting and guiding this Oversight Committee.

The Chair would like to especially thank Majed Al-Ghafry for his exceptional and professional support and guidance to the Committee. His up-to-date and comprehensive review of the Animal Shelter project deserves special commendation. There is great excitement for the development and coming construction of the new Animal Control Facility and the Committee feels very comfortable in the planning and development of the shelter thus far. The Committee looks forward to seeing this project progress and to continue providing invaluable input to the El Cajon staff throughout the project.

Respectfully Submitted,
Public Safety Facility Financing Oversight Committee



Rodgers Smith, Chair

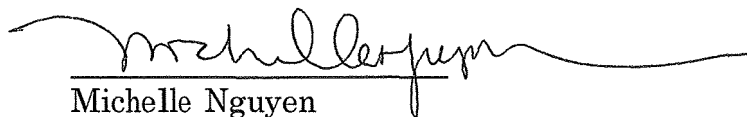


John A. Forrest, Vice Chair

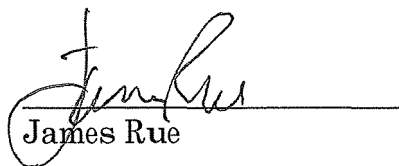
David DeBaca



Michael Huse



Michelle Nguyen



James Rue



Kathy Spacone

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City of El Cajon Agenda Report

MEETING: 2/23/16

ITEM NO: 6.1



TO: Mayor Pro Tem Ambrose
Councilmembers Bales, Kendrick and McClellan

FROM: Mayor Wells

SUBJECT: Council Activities Report

RECOMMENDATION: That the City Council accept and file the following report of Council/Mayor activities attended during the current agenda period.

BACKGROUND:

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

REPORT:

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

January 27, 2016 -	Meeting with Valley of Cars
January 30, 2016 -	Speaking at ECTLC Banquet
February 1, 2016 -	El Cajon Citizen of the Year
February 3, 2016 -	Grossmont Hospital Orientation
February 5, 2016 -	Point Loma Nazarene University Speaking to Faculty
February 9, 2016 -	City Council Meeting at 3:00 p.m.
February 10, 2016 -	Speaking to Cajon Valley Leadership Forum
February 12, 2016 -	SANDAG Executive Committee and Board of Directors
February 23, 2016 -	City Council meetings at 3:00 and 7:00 p.m.

I will be happy to answer any questions you may have.

SUBMITTED BY,

Bill Wells
Mayor



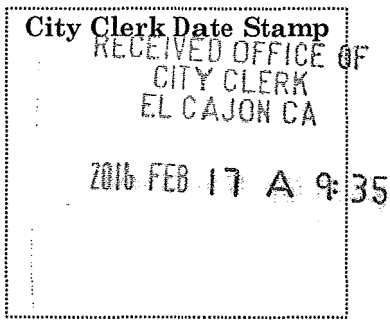
LEGISLATIVE REPORT 2015-2016



6.2

BILL	NO.	SPONSOR	SUBJECT	COUNCIL DATE	POSITION	COMMITTEE	BILL STATUS / LAST ACTION DATE
AB	1554	Irwin	Powdered Alcohol	1/26/2016	Support	Assembly	2/1/2016-Referred to Com. on G.O.
SB	819	Huff	Powdered Alcohol	1/26/2016	Support	Assembly	1/28/2016-Referred to Com. on G.O.

The Legislative Report tracks bills for the 2015-2016 Session of the California Legislature that the El Cajon City Council/Housing Authority/Successor Agency to the Redevelopment Agency has voted to monitor/watch, support or oppose. Updated February 17, 2016 at 8:30 a.m. for the February 23, 2016 City Council Meeting.



City of El Cajon Agenda Report

MEETING: 2/23/16

ITEM NO: 7.1



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Bales and McClellan

FROM: Councilmember Kendrick

SUBJECT: Council Activities Report

RECOMMENDATION: That the City Council accept and file the following report of Council/Mayor activities attended during the current agenda period.

BACKGROUND:

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

REPORT:

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

February 23, 2016 - City Council Meetings at 3:00 and 7:00 p.m.

I will be happy to answer any questions you may have.

SUBMITTED BY,

Gary Kendrick
Gary Kendrick
Councilmember

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City of El Cajon Agenda Report

MEETING: 2/23/16

ITEM NO: 8.1



TO: Mayor Wells, Councilmembers Bales,
Kendrick and McClellan

FROM: Mayor Pro Tem Ambrose

SUBJECT: Council Activities Report

RECOMMENDATION: That the City Council accept and file the following report of Council/Mayor activities attended during the current agenda period.

BACKGROUND:

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

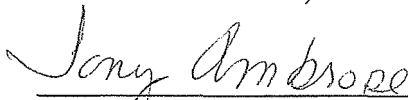
REPORT:

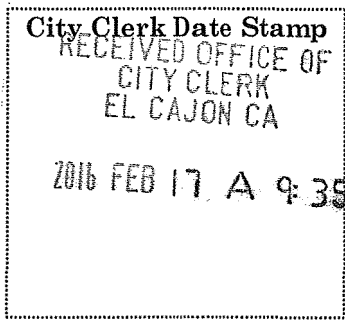
Since the last City Council meeting, I have attended the following events on behalf of the City of El Cajon:

February 12, 2016 -	Lexington Elementary School Open House & Tour
February 16, 2016 -	ECEDC Gillespie Field Committee Meeting
February 17, 2016 -	ECEDC Board Meeting
February 23, 2016 -	Chamber Governmental Affairs Committee
February 23, 2016 -	Council Meetings at 3:00 and 7:00 p.m.

I will be happy to answer any questions you may have.

SUBMITTED BY,


Tony Ambrose
Mayor Pro Tem



City of El Cajon Agenda Report

MEETING: 2/23/16

ITEM NO: 9.1



TO: Mayor Wells, Mayor Pro Tem Ambrose,
Councilmembers Bales and Kendrick

FROM: Councilmember McClellan

SUBJECT: Council Activities Report

RECOMMENDATION: That the City Council accept and file the following report of Council/Mayor activities attended during the current agenda period.

BACKGROUND:

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

REPORT:

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

- February 11, 2016 - MTS Board Meeting
- February 26, 2016 - City Council Meetings at 3:00 and 7:00 p.m.

I will be happy to answer any questions you may have.

SUBMITTED BY,

Bob McClellan
Councilmember

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City of El Cajon Agenda Report

MEETING: 2/23/16

ITEM NO: 10.1



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Kendrick and McClellan

FROM: Councilmember Bales

SUBJECT: Council Activities Report

RECOMMENDATION: That the City Council accept and file the following report of Council/Mayor activities attended during the current agenda period.

BACKGROUND:

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

REPORT:

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

February 11, 2016 -	East County Honors Banquet
February 12, 2016 -	Lexington Avenue Elementary School Open House
February 23, 2016 -	Meeting with City Manager
February 23, 2016 -	City Council Meetings at 3:00 and 7:00 p.m.

I will be happy to answer any questions you may have.

SUBMITTED BY,

Star Bales

Star Bales
Councilmember



POLICE DEPARTMENT

MEMORANDUM

DATE: TUESDAY, FEBRUARY 2, 2016

TO: CHIEF JEFF DAVIS
POLICE ADMINISTRATION DIVISION

FROM: SUPPORT CAPTAIN JEFF ARVAN
POLICE ADMINISTRATION DIVISION

SUBJECT: JANUARY 2016 DONATIONS TO THE EL CAJON ANIMAL
SHELTER

In accordance with City Council Policy B-2, I am writing to let you know that we have received the following donations from:

01/06/16 Bridget Branch

\$100.00

01/06/16 Lindsey Davidson

\$200.00

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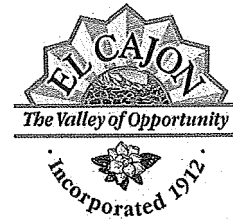
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City of El Cajon Agenda Report

MEETING: Feb. 23, 2016

ITEM NO: 100



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Bales, Kendrick, McClellan

FROM: Anthony Shute, Deputy Director of Community Development

SUBJECT: REPEAL SPECIFIC PLAN NO. 337 FOR SHARED PARKING

RECOMMENDATION: That the City Council

1. Open the public hearing and receive testimony;
2. Close the public hearing; and
3. Moves to INTRODUCE the ORDINANCE REPEALING Specific Plan No. 337.

PROJECT DESCRIPTION

The project proposes to repeal a specific plan (SP No. 337) for shared parking between two previously separate properties developed with separate buildings and uses in the Manufacturing zone. In 2015, the owner of the two properties comprising SP No. 337 recorded an adjustment plat which merged the two properties as one. Moreover, the two existing buildings were demolished and the site was recently redeveloped with a new manufacturing, warehousing, and distribution building. Therefore, SP No. 337 is no longer required.

BACKGROUND

General Plan:	Light Industrial (LI)
Specific Plan:	None other than SP No. 337
Zone:	Manufacturing (M)
Other City Plan(s):	N/A
Regional and State Plan(s):	None
Notable State Law(s):	Light Industrial (LI)

Project Site & Constraints

The 31,509 square foot specific plan area is located on the west side of Front Street at the western terminus of Palm Avenue. It is bounded on the west by Interstate 8. The site address is 390 Front Street. The area is developed with a newly constructed manufacturing building, 31 parking stalls, a freestanding wireless communications facility, and new landscaping improvements.

Surrounding Context

Properties surrounding the subject site are developed and zoned as follows:

Direction	Zones	Land Uses
North	M	Industrial uses
South	M	Kennel and powder coating business
East	M	El Cajon Transit Center
West	Not Applicable	Interstate 8

General Plan

The specific plan is within the LI designation of the General Plan, which is intended to accommodate warehousing, light manufacturing, storage, and associated uses. The proposal to delete the existing specific plan would not conflict with the General Plan, or any of its goals, policies, or objectives.

Municipal Code

The Zoning Code establishes minimum development standards for properties in the M zone. The property located within the specific plan area was recently redeveloped in conformance with those standards.

DISCUSSION

The intent of SP No. 337 is to provide sufficient parking for two industrial buildings that were previously located on two adjacent properties. When the two buildings were demolished, the two properties were merged, and the site was redeveloped for a single manufacturing use, there is no practical purpose for retaining the specific plan.

PLANNING COMMISSION DECISION

On February 2, 2016, the Planning Commission voted 5-0 and adopted Resolution No. 10843 recommending the City Council repeal Specific Plan No. 337. There was no public opposition voiced at the Planning Commission hearing.

FINDINGS

A. The proposed specific plan amendment serves the public interest.

The proposed amendment will repeal an extraneous regulatory document from a newly redeveloped industrial site. As such, approval of the project is in the public interest.

B. The proposed specific plan amendment will systematically implement the General Plan.

The LI designation of the General Plan is intended to accommodate warehousing, light manufacturing, storage, and associated uses. Policy 4-3.5 of the General Plan states that smaller and older industrial lots will be encouraged to consolidate and redevelop with contemporary uses providing up-to-date standards. The repeal of SP No. 337 is consistent with the consolidation of the two previously separate properties and the redevelopment of the project site. As such, deletion of SP No. 337 will systematically implement the policies of the General Plan.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

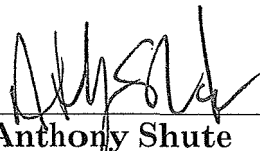
This project is exempt pursuant to CEQA Guidelines Subsection 15061(b)(3), the "General Rule," which states that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The proposed project merely removes the constraints imposed by an extraneous regulatory document. Approval of the action has no ability to affect the environment.

PUBLIC NOTICE & INPUT

Notice of this public hearing was published in the East County Gazette and was also mailed on January 21, 2016, to all property owners within 300 feet of the project site and to anyone who requested such notice in writing, in compliance with Government Code Sections 65090, 65091, and 65092, as applicable. Additionally, as a public service, the notice was posted in the kiosk at City Hall and on the City's website under "Public Hearings/Public Notices." The notice was also mailed to the two public libraries in the City of El Cajon, located at 201 East Douglas Avenue and 576 Garfield Avenue.

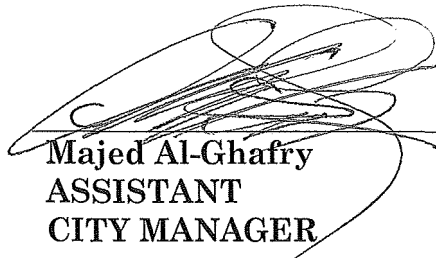
FISCAL IMPACT: None

PREPARED BY:



Anthony Shute
DEPUTY DIRECTOR
OF COMMUNITY
DEVELOPMENT

REVIEWED BY:



Majed Al-Ghafry
ASSISTANT
CITY MANAGER

APPROVED BY:



Douglas Williford
CITY MANAGER

ATTACHMENTS

1. Proposed ORDINANCE REPEALING Specific Plan No. 337
2. Planning Commission Resolution No. 10843 without attachments
3. Planning Commission excerpt draft minutes dated 02-02-16
4. SP No. 337 Site Plan for reference (reduced)
5. Aerial Photograph of Subject Site
6. Public Hearing Notice
7. Application & Disclosure statement
8. Full size site plan (in Council agenda packets)

ORDINANCE NO. ____

AN ORDINANCE REPEALING SPECIFIC PLAN NO. 337
FOR SHARED PARKING AT A SITE LOCATED ON
THE WEST SIDE OF FRONT STREET, AT
THE WESTERN TERMINUS OF PALM AVENUE, IN
THE MANUFACTURING (M) ZONE; APN: 487-274-09;
GENERAL PLAN DESIGNATION: LIGHT INDUSTRIAL (LI)

WHEREAS, the El Cajon Planning Commission held a duly advertised public hearing on February 2, 2016, to consider the Amendment to Specific Plan No. 337 to repeal a specific plan for shared parking at a site on the west side of Front Street at the Western Terminus of Palm Avenue, addressed as 390 Front Street, and adopted Resolution No. 10843, recommending the City Council repeal said specific plan; and

WHEREAS, the El Cajon City Council held a duly advertised public hearing on February 23, 2016, to consider the repeal of Specific Plan No. 337; and

WHEREAS, on August 21, 2015 a lot line adjustment plat was recorded merging two previously separate and adjacent lots in order to form one single lot for the redevelopment of the subject property with a single building and sufficient parking located on a single lot; and

WHEREAS, the proposal to repeal Specific Plan No. 337 is exempt pursuant to CEQA Guidelines Subsection 15061(b)(3), the "General Rule," which states that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The proposed project merely removes the constraints imposed by an extraneous regulatory document. Approval of the action has no ability to affect the environment; and

WHEREAS, at the public hearing the City Council received evidence through public testimony and comment, in the form of both verbal and written communications and reports prepared and presented to the City Council, including (but not limited to) evidence such as the following:

- A. The proposed amendment will repeal an extraneous regulatory document from a newly redeveloped industrial site. As such, approval of the project is in the public interest.
- B. The LI designation of the General Plan is intended to accommodate warehousing, light manufacturing, storage, and associated uses. Policy 4-3.5 of the General Plan states that smaller and older industrial lots will be encouraged to consolidate and redevelop with contemporary uses providing up-to-date standards. The repeal of Specific Plan No. 337 is consistent with the consolidation of the two previously separate properties

and the redevelopment of the project site with a new manufacturing and warehousing building that is developed consistent with up-to-date development standards. As such, deletion of Specific Plan No. 337 will systematically implement the policies of the General Plan.

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

SECTION 1. That the foregoing recitals are true and correct and are findings of fact of the El Cajon City Council in regard to Specific Plan No. 337.

SECTION 2. That based upon said findings of fact, the El Cajon City Council hereby repeals Specific Plan No. 337 for shared parking.

SECTION 3. This ordinance shall become effective thirty (30) days following its passage and adoption.

Repeal SP 337 – Joint Use Parking at 385 & 390 Front St 021616

02/23/16 (Item No. 10) – 1st Reading

03/08/16 (Item No. 14.1) – 2nd Reading

PLANNING COMMISSION RESOLUTION NO. 10843

A RESOLUTION RECOMMENDING THE CITY COUNCIL REPEAL SPECIFIC PLAN NO. 377 FOR SHARED PARKING AT A SITE LOCATED ON THE WEST SIDE OF FRONT STREET, AT THE WESTERN TERMINUS OF PALM AVENUE, IN THE MANUFACTURING ZONE; APN: 487-274-09; GENERAL PLAN DESIGNATION: LIGHT INDUSTRIAL (LI).

WHEREAS, the El Cajon Planning Commission held a duly advertised public hearing on February 2, 2016, to consider the Amendment Specific Plan No. 337 to repeal a specific plan for shared parking at a site on the west side of Front Street at the Western Terminus of Palm Avenue, addressed as 390 Front Street; and

WHEREAS, on August 21, 2015 a lot line adjustment plat was recorded merging two previously separate and adjacent lots in order to form one single lot for the redevelopment of the subject site with a single building and sufficient parking located on a single lot; and

WHEREAS, the proposal to repeal Specific Plan No. 337 is exempt pursuant to CEQA Guidelines Subsection 15061(b)(3), the "General Rule," which states that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The proposed project merely removes the constraints imposed by an extraneous regulatory document. Approval of the action has no ability to affect the environment; and

WHEREAS, at the public hearing the Planning Commission received evidence through public testimony and comment, in the form of both verbal and written communications and reports prepared and presented to the Planning Commission, including (but not limited to) evidence such as the following:

- A. The proposed amendment will repeal an extraneous regulatory document from a newly redeveloped industrial site. As such, approval of the project is in the public interest.
- B. The LI designation of the General Plan is intended to accommodate warehousing, light manufacturing, storage, and associated uses. Policy 4-3.5 of the General Plan states that smaller and older industrial lots will be encouraged to consolidate and redevelop with contemporary uses providing up-to-date standards. The repeal of

Planning Commission Resolution No. 10843

Specific Plan No. 337 is consistent with the consolidation of the two previously separate properties and the redevelopment of the project site with a new manufacturing and warehousing building that is developed consistent with up-to-date development standards. As such, deletion of Specific Plan No. 337 will systematically implement the policies of the General Plan.

NOW, THEREFORE, BE IT RESOLVED by the El Cajon Planning Commission as follows:

Section 1. That the foregoing recitals are true and correct, and are findings of fact of the El Cajon Planning Commission in regard to Specific Plan No. 337.

Section 2. That based upon said findings of fact, the El Cajon Planning Commission hereby RECOMMENDS the City Council Repeal Specific Plan No. 337 for shared parking, which is depicted in the attached Exhibit "A".

{The remainder of this page intentionally left blank}


PASSED AND ADOPTED by the El Cajon Planning Commission at a regular meeting held February 2, 2016 by the following vote:

AYES:	CIRCO, LONGORIA, MROZ, SOTTILE, TURCHIN
NOES:	NONE
ABSENT:	NONE



Darrin MROZ, Chairman

ATTEST:



Anthony SHUTE, AICP, Secretary

DRAFT EXCERPT FROM THE MINUTES OF THE EL CAJON PLANNING COMMISSION MEETING

February 2, 2016

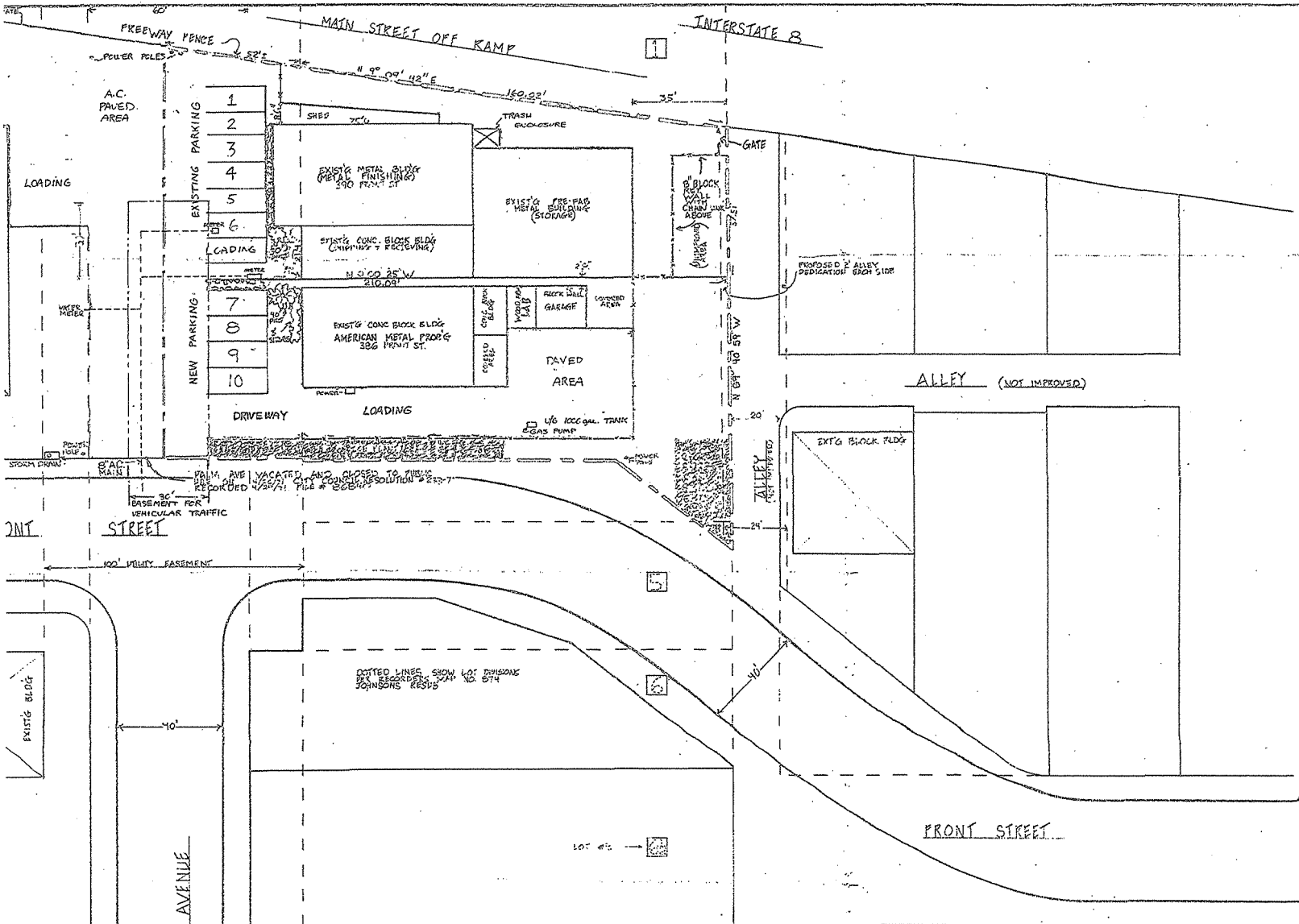
Agenda Item:	4
Project Name:	Repeal Specific Plan No. 337
Request:	Repeal Specific Plan for joint-use parking
CEQA Recommendation:	Exempt
STAFF RECOMMENDATION:	RECOMMEND CITY COUNCIL APPROVAL
Project Number(s):	Specific Plan No. 337
Location:	386 and 390 Front Street
Applicant:	American Ice Inc., (Hani Toma); ice966@yahoo.com ; 619.466.0000
Project Planner:	Eric Craig; ecraig@cityofelcajon.us ; 619.441.1782
City Council Hearing Required?	Yes February 23, 2016
Recommended Actions:	1. Conduct the public hearing; and 2. MOVE to adopt the next resolution in order recommending the City Council repeal Specific Plan No. 337

CRAIG summarized the agenda report in a PowerPoint presentation.

MROZ opened the public hearing.

Motion was made by CIRCO, seconded by MROZ, to close the public hearing; carried 5-0.

Motion was made by CIRCO, seconded by SOTTILE, to adopt the next resolution in order recommending City Council approval to repeal Specific Plan No. 337; carried 5-0.



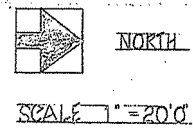
LEGAL DESCRIPTION FOR 386 FRONT STREET
 THE LAND REFERRED TO HEREIN IS SITUATED IN THE STATE OF CALIFORNIA, COUNTY OF SAN DIEGO, AND IS DESCRIBED AS FOLLOWS:

PARCEL 1:
 THOSE PORTIONS OF LOTS 3 AND 4, IN BLOCK 20 OF JOHNSON'S RESUBDIVISION OF A PORTION OF EL CAJON HEIGHTS, IN THE CITY OF EL CAJON, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP HERCROP NO. 874, FILED IN THE OFFICE OF COUNTY RECORDER OF SAN DIEGO COUNTY, JULY 9, 1901, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTH LINE OF SAID LOT 4, DISTANT NORTH 89°40'59" WEST, 162.74 FEET FROM A 1/4" INCH IRON PIPE SET FROM THE SOUTHWEST CORNER OF LOT 4 1/2 IN SAID BLOCK 20; THENCE NORTH 90°00' WEST, 280.49 FEET TO A POINT ON THE NORTH LINE OF SAID LOT 3; THENCE NORTH 89°40'59" WEST, 182.77 FEET FROM A 2" INCH IRON PIPE SET FROM THE NORTHWEST CORNER OF THE EASTERLY 42.30 FEET OF LOT 3; THENCE SOUTHWEST ALONG THE WEST LINE OF SAID LOT 3 TO THE SOUTH LINE OF SAID LOTS; THENCE EASTERLY ALONG THE SOUTH LINE OF LOTS 3 AND 4 TO POINT OF BEGINNING; TOGETHER WITH THAT PORTION OF THE NORTH HALF OF C AVENUE, FORMERLY KNOWN AS MAIN STREET, AS VACATED BY RESOLUTION 233-71 OF THE CITY COUNCIL OF THE CITY OF EL CAJON, A COPY OF WHICH IS FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY, JULY 9, 1901, AS FILED IN OFFICIAL RECORDS 4 IN THE ABOVE DESCRIBED MAP IN THE SOUTH.

PARCEL 2:
 THOSE PORTIONS OF LOTS 6 AND 5 IN BLOCK 20 OF JOHNSON'S RESUBDIVISION OF EL CAJON HEIGHTS, AS KNOWN ON MAP NO. 874, FILED IN THE OFFICE OF COUNTY RECORDER OF SAN DIEGO COUNTY, JULY 9, 1901, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE NORTH LINE OF SAID LOT 4, SAID COUNTY & NORTHWEST CORNER OF THAT LAND REFERRED TO IN THE STATE OF CALIFORNIA, PARCEL 2 OF SAID RECORD, FEBRUARY 3, 1984, AS BEING 8925, MADE BY THE OFFICIAL RECORDS OF SAN DIEGO COUNTY, THENCE ALONG THE NORTH LINE OF SAID LAND, SOUTH 89°40'59" EAST, 35.00 FEET; THENCE LEAVING SAID LINE, SOUTH 37°54'05" WEST, 50.45 FEET TO THE WEST LINE OF SAID 1/2" LAND; THENCE ALONG SAID WEST LINE, NORTH 0°00'25" WEST, 45.00 FEET TO POINT OF BEGINNING.



NOTE: THIS SPECIFIC PLAN GOVERNS ONLY JOINT-USE PARKING AND DOES NOT REMOVE THE NON-CONFORMING STATUS OF A USE, STRUCTURE, OR IMPROVEMENTS WHICH MAY EXIST ON THE SUBJECT PROPERTY.
 JOINT-USE PARKING AGREEMENT RECORDED ON JAN. 9, 1984, DOC. NO. 84-007752.

LEGAL DESCRIPTION FOR 394 FRONT STREET
 Lots 1, 2 and 3 in Block 20 of Johnson's Resubdivision of El Cajon Heights, in the City of El Cajon, County of San Diego, State of California, according to Map Hercrop No. 874, filed in the Office of the County Recorder of San Diego County, July 9, 1901, TOGETHER WITH the Northern Half of that portion of Palm Avenue adjoining said lots on the South, as said portion was vacated and placed to public use on April 26, 1971 by Resolution No. 233-71 of the City Council of the City of El Cajon, a copy of which said Resolution was recorded April 29, 1971 as File No. 86240.

LEGAL DESCRIPTION FOR 386 FRONT STREET
 ALSO DESCRIBED FROM THE ABOVE THAT PORTION THEREOF DESCRIBED IN DEC. 17, 1983 IN THE OFFICE OF COUNTY RECORDER OF SAN DIEGO COUNTY, PARCEL 2 OF SAID RECORD, FEBRUARY 3, 1984, AS BEING 8925, MADE BY THE OFFICIAL RECORDS OF SAN DIEGO COUNTY, THENCE ALONG THE NORTH LINE OF SAID LAND, SOUTH 89°40'59" EAST, 35.00 FEET; THENCE LEAVING SAID LINE, SOUTH 37°54'05" WEST, 50.45 FEET TO THE WEST LINE OF SAID 1/2" LAND; THENCE ALONG SAID WEST LINE, NORTH 0°00'25" WEST, 45.00 FEET TO POINT OF BEGINNING.

EXCEPTING FROM ALL THE ABOVE THE EASTERLY 42.30 FEET OF LOT 3 AND THAT PORTION OF PALM AVENUE, VACATED ADJOINING SAID EASTERLY 42.30 FEET.

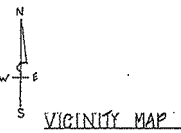


EXHIBIT "A"

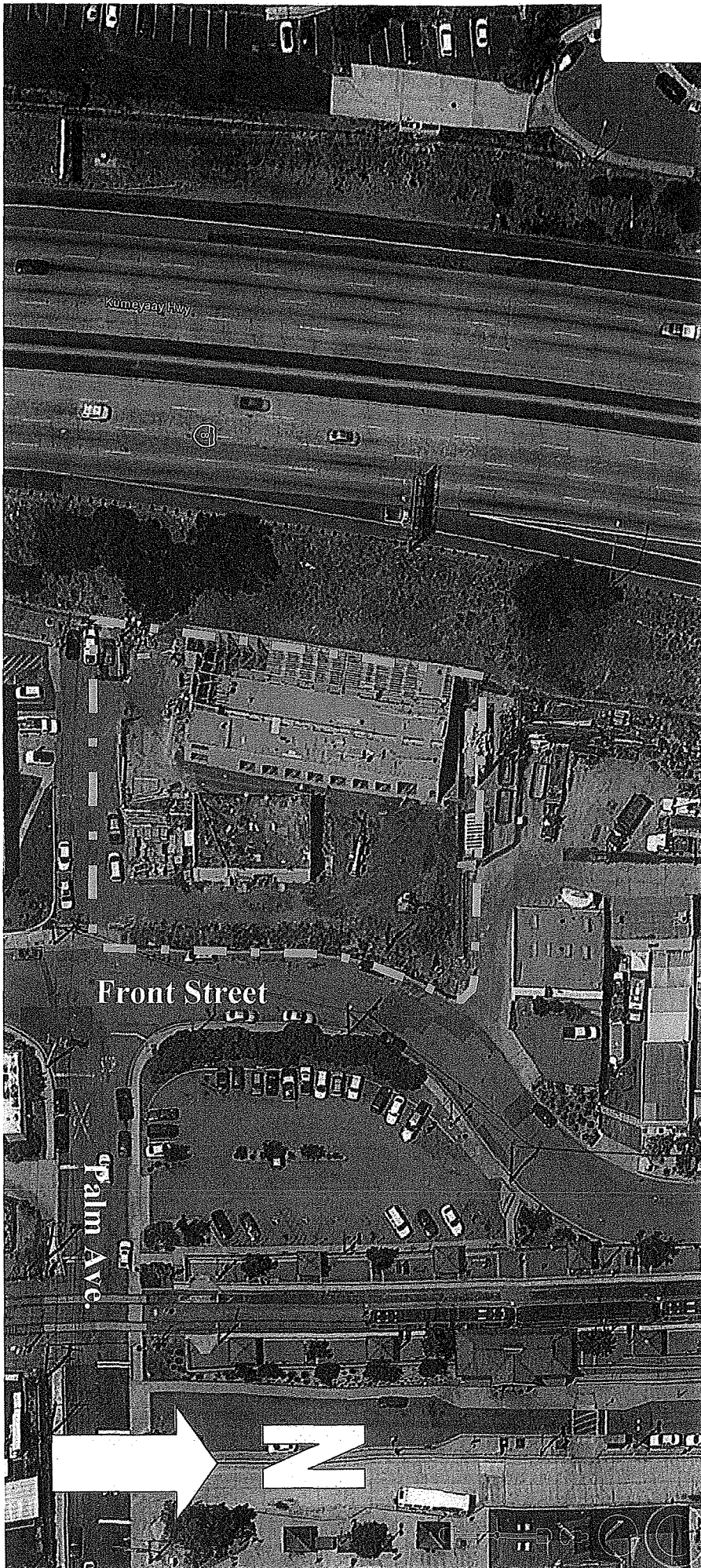
EXHIBIT	P.C.	DATE	C.C.	DATE
A	V.A.H.	9-8-83		8-23-83

SHEET 1 CITY OF EL CAJON
 SPECIFIC PLAN
 JOINT PARKING 386 AND

APPROVED AND RECORDED
 2104

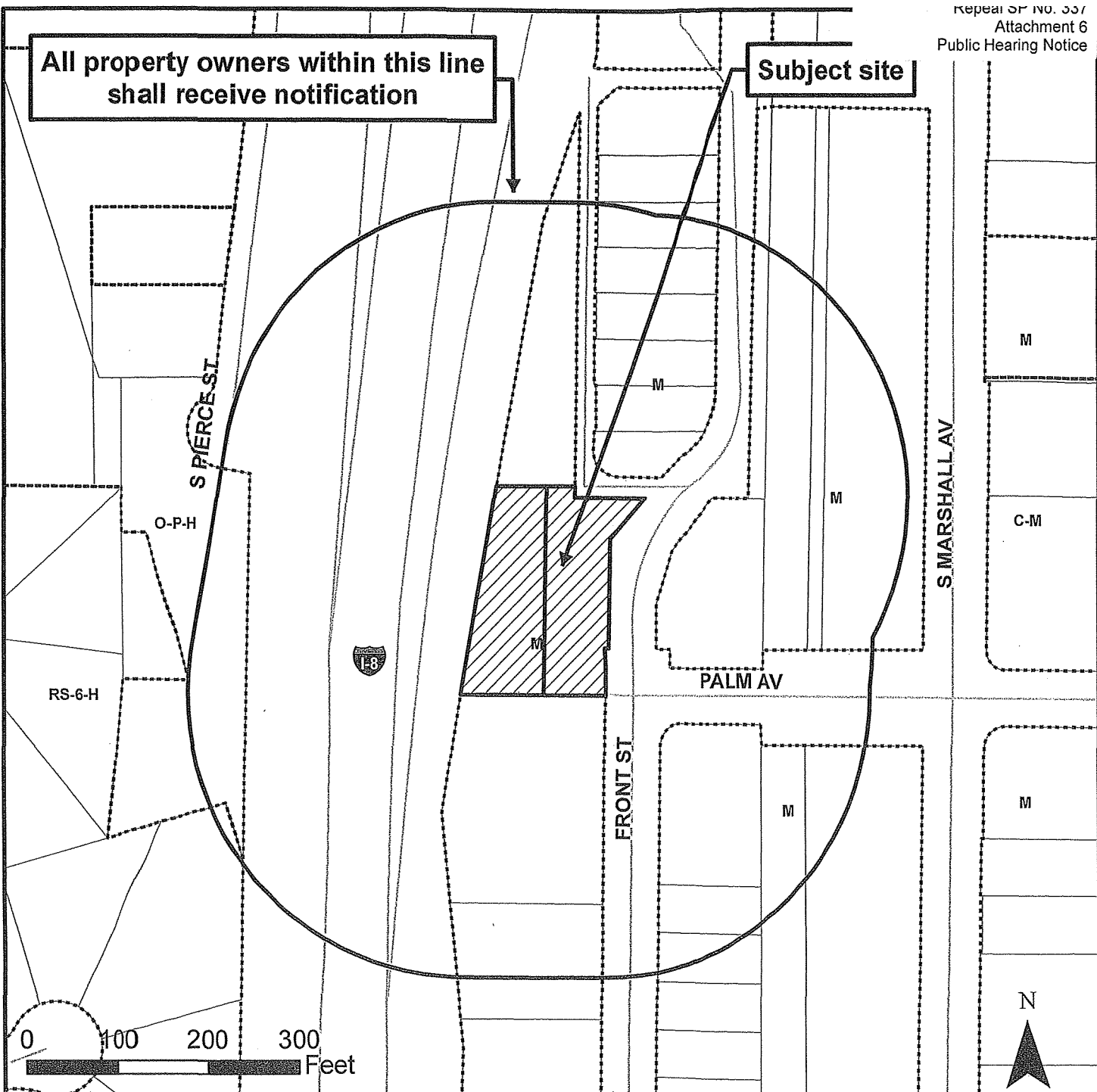
PLANNING COMMISSION
 CITY COUNCIL

Repeat SP No. 337 Attachment 4
 Reduced SP No. 337 Site Plan



Amendment of Specific Plan No. 337 (Repeal)

390 Front Street



NOTICE OF PROPOSED REPEAL OF SPECIFIC PLAN

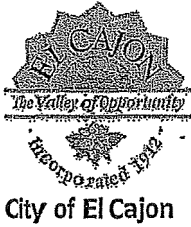
NOTICE IS HEREBY GIVEN that the El Cajon Planning Commission will hold a public hearing at **7:00 p.m., Tuesday, February 2, 2016**, and the El Cajon City Council will hold a public hearing at **7:00 p.m., February 23, 2016**, in the City Council Chambers, 200 Civic Center Way, El Cajon, CA, to consider:

REPEAL OF SPECIFIC PLAN NO. 337, as submitted American Ice, Inc. (Hani Toma), requesting a repeal of a specific plan for joint-use parking. The subject property is addressed as 386 and 390 Front Street. This project is exempt from the California Environmental Quality Act (CEQA).

The public is invited to attend and participate in these public hearings. The agenda reports for this project will be available 72 hours prior to the meeting for Planning Commission and City Council at <http://www.cityofelcajon.us/your-government/calendar-meetings-list>. To download a copy, click the *current agenda – full version* link, then the agenda item. In an effort to reduce the City's carbon footprint, paper copies will not be provided at the public hearings, but will be available at the Project Assistance Center and City Clerk counters upon request.

If you challenge the matter in court, you may be limited to raising only those issues you or someone else raised at the public hearings described in this notice or in written correspondence delivered to the Commission or Council at, or prior to, the public hearings. The City of El Cajon encourages the participation of disabled individuals in the services, activities, and programs provided by the City. Individuals with disabilities who require reasonable accommodation in order to participate in the public hearing should contact Planning at 619.441.1742. More information about planning and zoning in El Cajon is available at <http://www.cityofelcajon.us/your-government/departments/community-development/planning-division>.

If you have any questions, or wish any additional information, please contact **ERIC CRAIG** at 619.441.1782 or via email at ecraig@cityofelcajon.us and reference "SP No. 337" in the subject line.



Community Development Department
Planning Division
DISCRETIONARY PERMIT APPLICATION

Type of Discretionary Permit(s) Requested

- AZP CUP LLA PRD PUD
- Specific Plan TPM TSM VAR ZR

Other: ~~SP 1491~~ SP 337 Repeal

Applicant Information (the individual or entity proposing to carry out the project; not for consultants)

Company Name: AMERICAN ICE INC

Contact Name: HARI TOMA

Address: 1090 BROADWAY EL CAJON CA 92021

Phone: 619-466-0000 Email: ICE966@YAHOO.COM

Interest in Property: Own Lease Option

Project Representative Information (if different than applicant; consultant information here)

Company Name: ALLEN DUEBER ARCHITECT

Contact Name: ALLEN DUEBER License: C 9679

Address: 6280 CRESTHAVEN DR La Mesa CA 91942

Phone: 619-316-7550 Email: _____

Property Owner Information (if different than applicant)

Company Name: AMERICAN ICE INC

Contact Name: HARI TOMA

Address: 1090 BROADWAY EL CAJON CA 92021

Phone: 619-466-0000 Email: ICE966@YAHOO.COM

Project Location

Parcel Number (APN): 487-274-07-00 & 487-274-0800

Address: 390 FRONT ST EL CAJON CA 92020

Nearest Intersection: W. PALM AV EL CAJON

Project Description (or attach separate narrative)

Repeal Pacific PLAN # S.P. 337 for SIA development
PLAN # 1491

Hazardous Waste and Substances Statement

Section 65962.5(f) of the State of California Government Code requires that before the City of El Cajon accepts as complete an application for any discretionary project, the applicant submit a signed statement indicating whether or not the project site is identified on the State of California Hazardous Waste and Substances Sites List. This list identifies known sites that have been subject to releases of hazardous chemicals, and is available at <http://www.calepa.ca.gov/sitecleanup/corteselist/>. Check the appropriate box and if applicable, provide the necessary information:

The development project and any alternatives proposed in this application:

is/are NOT contained on the lists compiled pursuant to Government Code Section 65962.5.

is/are contained on the lists compiled pursuant to Government Code Section 65962.5.

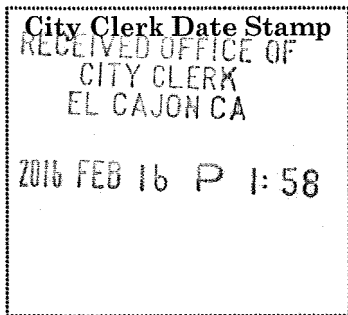
If yes, provide Regulatory Identification Number: _____ Date of List: _____

Authorization

Applicant Signature¹: [Signature] Date: 3-31-14

Property Owner Signature²: [Signature] Date: 3-31-14

1. Applicant's Signature: I certify that I have read this application and state that the above information is correct, and that I am the property owner, authorized agent of the property owner, or other person having a legal right, interest, or entitlement to the use of the property that is the subject of this application. I understand that the applicant is responsible for knowing and complying with the governing policies and regulations applicable to the proposed development or permit. The City is not liable for any damages or loss resulting from the actual or alleged failure to inform the applicant of any applicable laws or regulations, including before or during final inspections. City approval of a permit application, including all related plans and documents, is not a grant of approval to violate any applicable policy or regulation, nor does it constitute a waiver by the City to pursue any remedy, which may be available to enforce and correct violations of the applicable policies and regulations. I authorize representatives of the City to enter the subject property for inspection purposes.
2. Property Owner's Signature: If not the same as the applicant, property owner must also sign. A signed, expressed letter of consent to this application may be provided separately instead of signing this application form. By signing, property owner acknowledges and consents to all authorizations, requirements, conditions and notices described in this application. Notice of Restriction: property owner further acknowledges and consents to a Notice of Restriction being recorded on the title to their property related to approval of the requested permit. A Notice of Restriction runs with the land and binds any successors in interest.



City of El Cajon Agenda Report

MEETING: Feb. 23, 2016

ITEM NO: 101



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Bales, Kendrick, McClellan

FROM: Anthony Shute, Deputy Director of Community Development

SUBJECT: CORREA ALTERNATIVE ACCESS – SPECIFIC PLAN NO. 527 AND
TENTATIVE PARCEL MAP NO. 658

RECOMMENDATION: That the City Council

1. Open the public hearing and receive testimony;
2. Close the public hearing;
3. Move to ADOPT the next resolution in order APPROVING the proposed CEQA Exemption;
4. Move to ADOPT the next RESOLUTION in order APPROVING the proposed Specific Plan; and
5. Move to ADOPT the next RESOLUTION in order APPROVING the proposed Tentative Parcel Map.

PROJECT DESCRIPTION

This project proposes a three-lot residential parcel map with a specific plan to provide alternate access for two of the proposed new lots. The project site is located on the north side of Brockton Street between Rippey Street and Hacienda Drive.

BACKGROUND

General Plan:	Low Density Residential (LR)
Specific Plan:	Proposed Specific Plan No. 527 (SP No. 527)
Zone:	Residential, Single-Family, 14,000 square foot, Hillside Overlay (RS-14-H)
Other City Plan(s):	N/A
Regional and State Plan(s):	N/A
Notable State Law(s):	Subdivision Map Act

Project Site & Constraints

The 2.65-acre project site is currently comprised of one flag lot developed with a single-family home. Access to the existing home is provided via a driveway from Brockton Street. The

existing home is located toward the south end of the lot and the northern part of the lot is undeveloped. The undeveloped portion of the project site drains toward a brushy canyon located to the west. Existing slopes average approximately 11% for one of the proposed lots and approximately 19% for the other proposed lot. Access easements exist over portions of two adjacent lots with frontage on Hacienda Drive.

Surrounding Context

Properties surrounding the subject site are developed and zoned as follows:

Direction	Zones	Land Uses
North	RS-14-H	Single-Family Homes
South	RS-14-H	Single-Family Homes
East	RS-14-H	Single-Family Homes
West	RS-14-H	Single-Family Homes and a brush-filled canyon

General Plan

The project site is designated as LR on the General Plan Land Use Map. As described in the Land Use Element of the General Plan, the LR designation is intended to accommodate single-family residential development with density ranging from three to ten dwelling units per acre. Goal 5 of the General Plan states that a broad range of housing types will be made available to meet the housing needs of various age and income groups. The proposed project would therefore facilitate a residential development in conformance with Goal 5 of the General Plan and the density limits of the LR designation.

Municipal Code

The El Cajon Municipal Code (ECMC) generally requires new lots to include frontage on a dedicated public street. However, ECMC section 17.125.090 includes provisions for the creation and development of landlocked residential property subject to approval of a specific plan for alternative access. A specific plan is a plan for a particular portion of the City where circumstances require a more detailed framework of development than what is provided for in the General Plan, and more detailed standards than those found in the general provisions of the Zoning Code. This specific plan, if approved, would facilitate subdivision of the subject property by establishing and regulating access to the proposed landlocked parcels over adjacent residential lots with frontage on Hacienda Drive. Approval of the specific plan is required prior to approval of the parcel map or the issuance of building permits.

ECMC section 17.125.090 includes minimum standards for the development of landlocked residential property. Minimum spatial requirements for lots in the RS-14 zone are contained in ECMC section 17.140.060, and ECMC section 17.170.040 describes grading restrictions for the Hillside Overlay Zone. ECMC section 17.195.160 describes landscaping requirements for slopes created by grading. The applicable Municipal Code standards are discussed below in the section of this report titled "Discussion".

Subdivision Map Act:

A tentative parcel map is proposed to subdivide the subject property into three residential lots, one of which is already developed. The two new lots would have access to Hacienda Drive via a paved roadway across private property to the southeast of the project site. The authority and procedures for the processing of a tentative parcel map are found in the California Subdivision Map Act, and the City of El Cajon Subdivision Ordinance (Title 16 of the El Cajon Municipal Code). Section 16.12.090 of the El Cajon Municipal Code requires the City Council

consider a tentative map, including the design of the proposed subdivision and the nature and extent of the proposed improvements, after a recommendation by the Planning Commission. In this context, “improvements” mean public or private, street and/or drainage improvements.

DISCUSSION

The ECMC indicates that a maximum of four landlocked lots may be created in the RS-14 zone with approval of a tentative parcel map and a specific plan for access. The applicable development standards are listed and discussed below.

Development Standard	RS-14-H Zone	Proposed Project
Minimum lot area	14,000 s.f.	27,878 s.f.
Minimum lot depth	90 feet	280 feet
Minimum lot width	90 feet	105 feet
Maximum grade of artificial slopes	2:1 (50%)	2:1 (50%)
Maximum height of artificial slopes	30 feet	28 feet
Minimum paved roadway width	20 feet	20 feet
Maximum slope of paved roadway	10%	10% (Average) 15% (Maximum)

The proposed project design includes a paved roadway with an overall slope of 10%, although there are sections of the roadway as steep as 15%. The Fire Department has commented that the grade of the proposed roadway is acceptable if the driveway is constructed of concrete and textured to provide additional traction. The recommended method is to texture the surface of the concrete with a coarse broom, thus creating striations in the surface of the roadway that are perpendicular to the path of travel. Therefore, a condition of approval is recommended in the attached specific plan resolution to reflect the Fire Department’s requirement.

The Municipal Code also requires that landlocked parcels provide at least two additional on-site parking spaces in addition to the requirement for a two-car garage. Although the proposed plans do not propose any structures or pavement other than the required access roadway, the proposed lots are of sufficient size and dimensions to easily accommodate two additional parking spaces per lot.

Landscaping is required to prevent the raveling and erosion of artificial slopes created by grading. These requirements exist for any graded slopes with a vertical displacement greater than three feet and a gradient steeper than 6 horizontal to 1 vertical (6:1 is equivalent to a slope of 16.6%). The proposed project includes several such slopes and is therefore subject to the requirements for slope plantings contained in ECMC section 17.195.160. A condition of approval is included in the attached resolution for TPM No. 658 requiring compliance with these standards as part of the grading permit process.

PLANNING COMMISSION DECISION

On February 2, 2016, the Planning Commission voted 5-0 and adopted Resolution Nos. 10840, 10841 and 10842 recommending City Council approval of the proposed project. There was no public opposition voiced at the Planning Commission hearing. However, the Commission asked if a new fire hydrant would be required to serve any new homes that would be built on the proposed lots. According to the City Fire Marshal, a new hydrant would be required on Hacienda near the entrance to the proposed private driveway.

FINDINGS

Specific Plan

A. The proposed specific plan serves the public interest.

The proposed specific plan serves the public interest by facilitating the creation and development of two new residential lots in the City and ensuring that safe access is provided and maintained for the two new residential lots.

B. The proposed specific plan will systematically implement the city's general plan.

The proposed specific plan will systematically implement the City's General Plan by facilitating the creation of new housing units, consistent with General Plan Goal 5 and its supporting objectives and policies.

Tentative Parcel Map

A. The proposed map is not consistent with the General Plan and any applicable specific plan.

The proposed map is consistent with the General Plan and the General Plan goals related to housing that seek to provide a variety of residential development opportunities in the City to fulfill regional housing needs. The proposed project's density is consistent with the LR designation of the General Plan.

B. The design or improvement of the proposed subdivision is not consistent with the General Plan, and the site is not physically suitable for the type of development and proposed density.

The proposed parcel map design results in three residential lots, which is consistent with the goals and objectives of the General Plan. Furthermore, the average slope of the site is less than 20 percent and the site physically suited for the type of development as well as the density of the proposed development.

C. The design of the subdivision or the proposed improvements are likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

The proposed project site has no habitat value and is located in a developed area. Furthermore, the subject property is in a disturbed condition, substantially surrounded by residential development, not environmentally sensitive, and there are no fish or wildlife populations that would be harmed by the residential development of the subject property.

D. The design of the subdivision or type of improvements is likely to cause serious health problems.

The design of the subdivision and type of improvements are required to incorporate storm water management improvements that will contribute to healthier streams, rivers, bays

and the ocean. Furthermore, the design of the proposed subdivision will accommodate passive heating and cooling opportunities because any homes constructed on the proposed lots would require windows that open and would allow occupants to take advantage of the prevailing west winds.

E. The design of the subdivision or type of improvements will conflict with easements acquired by the public at large for access through or use of property within the subdivision.

The proposed map will not conflict with easements of record or easements established by court judgment, acquired by the public at large, for access through or use of property within the proposed map, and there are no existing easements that will be affected by the proposed construction because the map will establish new easements for public utilities, and storm drain improvements.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

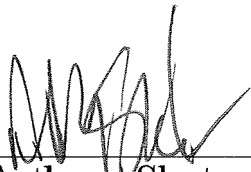
The proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) according to Sections 15332 (In-Fill Development) and 15315 (Minor Land Divisions) of the CEQA Guidelines. Please see the proposed CEQA resolution attached to this report.

PUBLIC NOTICE & INPUT

Notice of this public hearing was published in the East County Gazette and was also mailed on January 21, 2016, to all property owners within 300 feet of the project site and to anyone who requested such notice in writing, in compliance with Government Code Sections 65090, 65091, and 65092, as applicable. Additionally, as a public service, the notice was posted in the kiosk at City Hall and on the City's website under "Public Hearings/Public Notices." The notice was also mailed to the two public libraries in the City of El Cajon, located at 201 East Douglas Avenue and 576 Garfield Avenue.

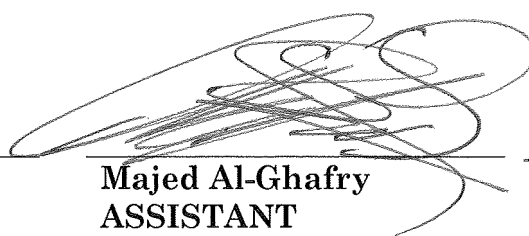
FISCAL IMPACT: None

PREPARED BY:



**Anthony Shute
DEPUTY DIRECTOR
OF COMMUNITY
DEVELOPMENT**

REVIEWED BY:



**Majed Al-Ghafry
ASSISTANT
CITY MANAGER**

APPROVED BY:



**Douglas Williford
CITY MANAGER**

ATTACHMENTS

1. Proposed Resolution APPROVING CEQA Exemption
2. Proposed Resolution APPROVING Specific Plan No. 527
Exhibit A: Specific Plan No. 527 Drawing (reduced)
3. Proposed Resolution APPROVING Tentative Parcel Map No. 658
Exhibit A: Tentative Parcel Map No. 658 (reduced)
Exhibit B: Public Works Comments
Exhibit C: Helix Water District Comments
4. Planning Commission Resolution Nos. 10840, 10841 and 10842 without attachments
5. Planning Commission excerpt draft minutes dated 02-02-16
6. ECMC Excerpts
7. Aerial Photograph of Subject Site
8. Public Hearing Notice
9. Application & Disclosure statement
10. Full size site plan and tentative parcel map (in Council agenda packets)

RESOLUTION NO. ____-16

A RESOLUTION APPROVING CALIFORNIA ENVIRONMENTAL
QUALITY ACT (CEQA) CATEGORICAL EXEMPTION 15332
(IN-FILL DEVELOPMENT) AND 15315 (MINOR LAND DIVISIONS)
FOR SPECIFIC PLAN NO. 527 AND TENTATIVE PARCEL MAP NO. 658

WHEREAS, the El Cajon Planning Commission held a duly advertised public hearing on February 2, 2016, to consider Specific Plan No. 527 for alternative access and Tentative Parcel Map No. 658 for a three-lot parcel map to create two new lots in the RS-14-H zone, on property located on the north side of Brockton Street between Rippey Street and Hacienda Drive; and

WHEREAS, in accordance with CEQA Guidelines section 15061(b)(2), and prior to making a recommendation to the City Council, the Planning Commission reviewed and considered the information contained in the project staff report; and

WHEREAS, the El Cajon Planning Commission adopted Resolution No. 10840 recommending the City Council approve a Categorical Exemption for the project pursuant to sections 15332 and 15315 of the CEQA Guidelines; and

WHEREAS, the El Cajon City Council held a duly advertised public hearing on February 23, 2016 to consider Specific Plan No. 527 and Tentative Parcel Map No. 658, and the proposed Categorical Exemption for the project; and

WHEREAS, the record of proceedings contains evidence to support the determination that the project is exempt from CEQA pursuant to section 15332 (*In-fill Development*) and section 15315 (*Minor Land Divisions*) of the CEQA Guidelines, which allow for in-fill development of urbanized areas and for minor subdivisions; and

WHEREAS, no evidence was presented in the proceedings that any of the conditions exist that would preclude the approval of a categorical exemption as described in CEQA Guidelines section 15300.2; and

WHEREAS, after considering evidence and facts, the City Council did consider the proposed Categorical Exemption, pursuant sections 15332 and 15315 as presented at the public hearing.

NOW, THEREFORE, BE IT RESOLVED by the El Cajon City Council as follows:

Section 1. That the foregoing recitals are true and correct, and are findings of fact of the El Cajon City Council in regard to the proposed Categorical Exemption pursuant to sections 15332 and 15315 for Specific Plan No. 527 and Tentative Parcel Map No. 658.

Section 2. The El Cajon City Council hereby further finds that the record in this proceeding includes evidence to support the following:

- A. The subject site and the adjacent properties are designated Low Density Residential (LR) on the General Plan Land Use Map. Furthermore, the site's zone, RS-14-H (Residential, Single-Family, 14,000 sf, Hillside Overlay), is consistent with the General Plan designation and the project implements General Plan Goals and policies that encourage new housing. Moreover, the specific plan will ensure that Zoning Code development regulations are satisfied
- B. The subject site is located within the city limits, is 2.65 acres, and is substantially surrounded by residential uses.
- C. The subject site and the surrounding area are disturbed and developed; there is no record of endangered, rare, or threatened species in the general vicinity and staff observed no protected or mitigable wildlife habitat on the subject site or in the general vicinity.
- D. The public circulation system has sufficient capacity to accommodate multiple modes of transportation, including bicycles, pedestrians and vehicles; the creation of two new residential lots in accordance with governing standards and regulations is not expected to substantially increase vehicle trips beyond the designed capacities of the surrounding existing streets, nor would it compromise the safety of other modal users; the adjacent roadways and intersections will operate at acceptable levels of service; and the new lots will be designed to satisfy all applicable storm water regulations established by the El Cajon Municipal Code Chapter 16.60.
- E. All required utilities and public services are available to serve the subject site as well as the surrounding area.
- F. The proposed parcel map is a division of property in an urbanized area zoned for residential use into four or fewer parcels which is in conformance with the General Plan and zoning, for which no variances or exceptions are required, for which all services and access to the proposed parcels are available. Moreover, the land was not involved in a division of a larger parcel within the previous two years, and the parcel does not have an average slope greater than 20 percent.

Section 3. That based upon said findings of fact, the El Cajon City Council approves the proposed Categorical Exemption sections 15332 and 15315 for Specific Plan No. 527 and Tentative Parcel Map No. 658.

RESOLUTION NO. ____-16

A RESOLUTION APPROVING SPECIFIC PLAN NO. 527 TO PROVIDE ALTERNATE ACCESS FOR PROPERTY LOCATED ON THE NORTH SIDE OF BROCKTON STREET BETWEEN RIPPEY STREET AND HACIENDA DRIVE IN THE RESIDENTIAL, SINGLE-FAMILY, 14,000 SQUARE FOOT, HILLSIDE OVERLAY (RS-14-H) ZONE; APN: 481-230-52; GENERAL PLAN DESIGNATION: LOW DENSITY RESIDENTIAL (LR)

WHEREAS, the El Cajon Planning Commission held a duly advertised public hearing on February 2, 2016, to consider Specific Plan No. 527 for alternative access to property located on the north side of Brockton Street between Rippey Street and Hacienda Drive; and

WHEREAS, the El Cajon Planning Commission adopted Resolution No. 10841 recommending to the El Cajon City Council the approval of Specific Plan No. 527; and

WHEREAS, the El Cajon City Council held a duly advertised public hearing on February 23, 2016 to consider Specific Plan No. 527; and

WHEREAS, the City Council reviewed and considered the proposed Categorical Exemption from the provisions of the California Environmental Quality Act (CEQA) pursuant to sections 15332 and 15315 of the CEQA Guidelines, and then adopted the next resolution in order approving the Categorical Exemption pursuant to sections 15332 and 15315; and

WHEREAS, existing circumstances require a detailed and consolidated framework of development, including site-specific use and development standards; and

WHEREAS, at the public hearing the City Council received evidence through public testimony and comment, in the form of both verbal and written communications and reports prepared and presented to the City Council, including (but not limited to) evidence as follows:

- A. The proposed specific plan serves the public interest by facilitating the creation and development of two new residential lots in the City and ensuring that safe access is provided and maintained for the two proposed lots.
- B. The proposed specific plan will systematically implement the City's General Plan by facilitating the creation of new housing units, consistent with General Plan Goal 5 and its supporting objectives and policies.

NOW, THEREFORE, BE IT RESOLVED by the El Cajon City Council as follows:

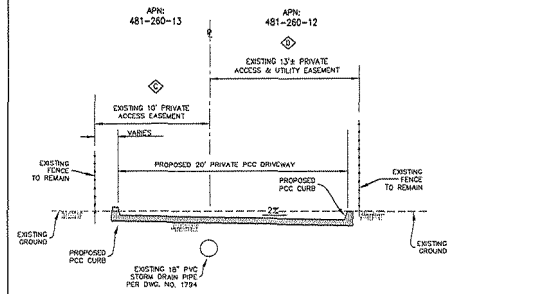
Section 1. That the foregoing recitals are true and correct, and are findings of fact for the El Cajon City Council in regard to Specific Plan No. 527.

Section 2. That based upon said findings of fact, the El Cajon City Council hereby approves Specific Plan No. 527 to provide alternative access to two proposed residential lots, as depicted on the attached Exhibit "A", and subject to the condition that prior to the second ordinance reading for Specific Plan No. 527, the following note shall be added to the specific plan drawing: "The private driveway providing access to Parcel 1 and Parcel 2 shall be constructed of concrete and the surface of the driveway shall be finished with broom lines or similar striations that are perpendicular to the path of travel as required by the Fire Department. No part of the private driveway shall exceed a grade of 15 percent."

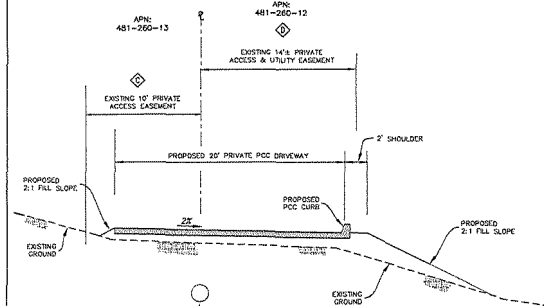
02/23/16 (Item No. 101)

Correa – SP 527 021715

SPECIFIC PLAN



TYPICAL COMMON DRIVEWAY CROSS-SECTION (OFFSITE)
SOUTHEAST HALF
LOOKING NORTHWEST
NO SCALE

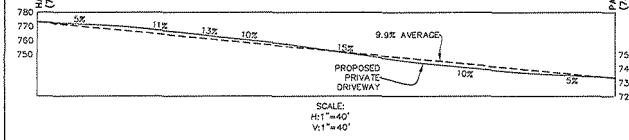


TYPICAL COMMON DRIVEWAY CROSS-SECTION (OFFSITE)
NORTHWEST HALF
LOOKING NORTHWEST
NO SCALE

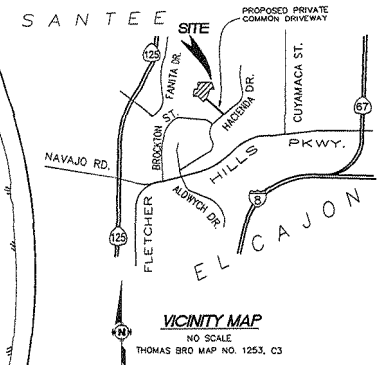
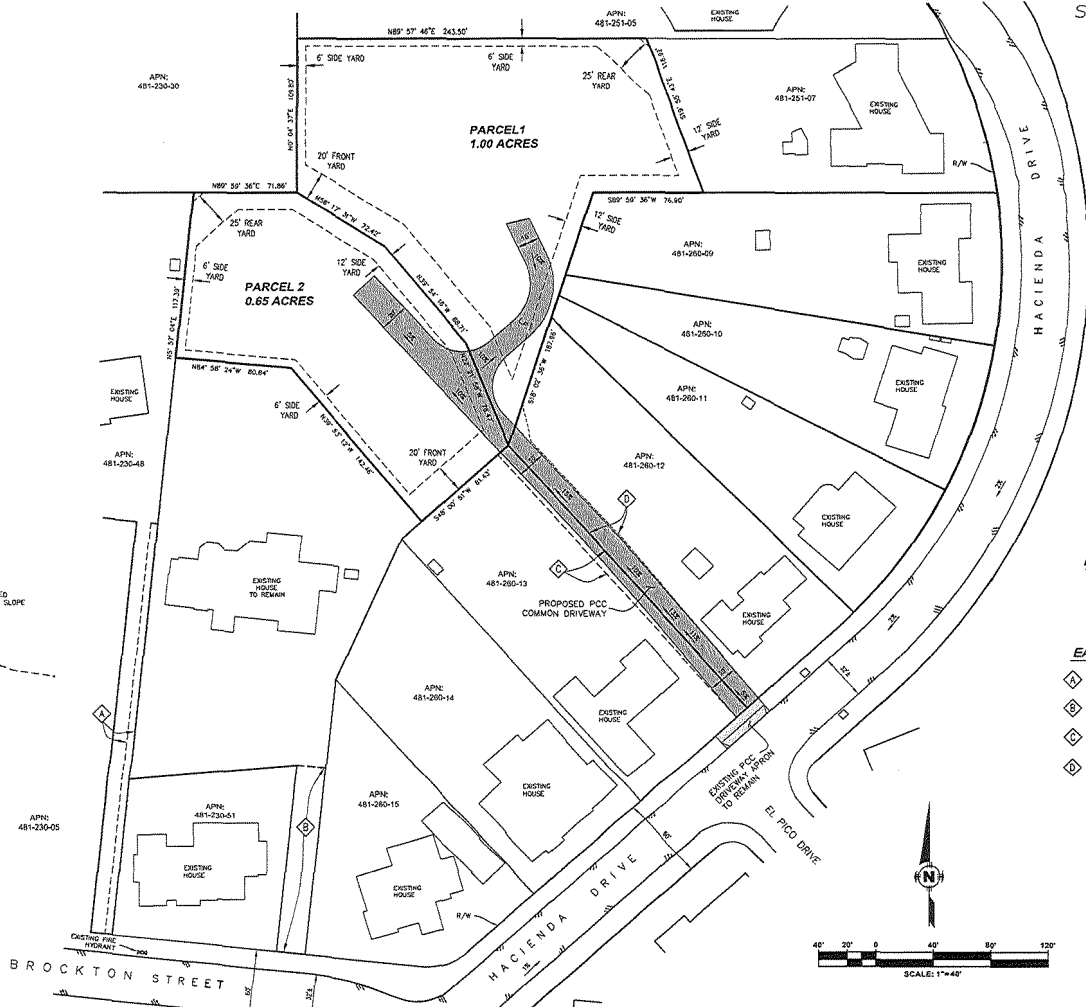
PRIVATE DRIVEWAY SLOPE CALCULATION:

TOP OF DRIVEWAY ELEVATION = 773
 BOTTOM OF DRIVEWAY ELEVATION = 733
 ELEVATION DIFFERENCE (773-733) FEET = 40 FEET
 LENGTH OF DRIVEWAY = 403 FEET
 AVERAGE SLOPE = 40 FEET / 403 FEET = 9.9% AVERAGE \leq 10%

PRIVATE DRIVEWAY PROFILE



SCALE:
 H:1"=40'
 V:1"=40'

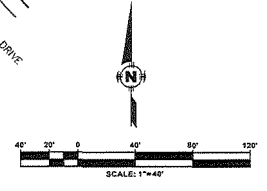


- SPECIFIC PLAN NOTES:**
- GROSS AREA = 1.65 AC
 - NET AREA = 1.59 AC
 - ZONE = RS-14-H
 - REQUIRED PARKING SPACES = 4 PER PARCEL, OF WHICH AT LEAST 2 MUST BE WITHIN A COVERED GARAGE.

NOTE:
 PARCELS 1 AND 2 ARE SUBJECT TO DEVELOPMENT STANDARDS AND USE RESTRICTIONS OF THE RS-14-H ZONE AND THE HILLSIDE OVERLAY ZONE.

- EASEMENT LEGEND:**
- 5' EASEMENT FOR INGRESS AND EGRESS AND UTILITY PURPOSES PER DOC. #1997-0097312
 - 20' EASEMENT FOR INGRESS AND EGRESS AND UTILITY PURPOSES PER DOC. #2014-000854
 - 10' EASEMENT FOR PRIVATE ROAD PURPOSES PER DOC. #1995-0462263 RECORDED OCTOBER 12, 1995.
 - PRIVATE ACCESS AND UTILITY EASEMENT PER DOC. #2015-0322626 RECORDED JUNE 22, 2015.

OWNER/SUBMITTER:
 JAVIER CORREA, TRUSTEE
 CORREA TRUST DATED NOVEMBER 2, 2006
 1345 BROCKTON ST.
 EL CAJON, CA 92020
 (619) 504-2494
 DATE: 12/16/15



PREPARED BY:
 Lawrence W. Walsh
 LAWRENCE W. WALSH
 REG. 46316
 DATE: 12/16/15
Walsh Engineering & Surveying, Inc.
 107 Alseych Road, El Cajon, CA 92020
 (619) 588-6747 (619) 732-1232 Fax



EXHIBIT	P.C.	DATE	C.C.	DATE

SHEET 1		CITY OF EL CAJON		1 SHD
SPECIFIC PLAN NO. 527				
PLANNING COMMISSION	DATE			
CITY COUNCIL	DATE			

Correct Alternative Access
 Exhibit A to Proposed Resolution
 for SP 527

RESOLUTION NO. -16

A RESOLUTION APPROVING TENTATIVE PARCEL MAP NO. 658 FOR
A THREE LOT SUBDIVISION ON THE NORTH SIDE OF BROCKTON
STREET BETWEEN RIPPEY STREET AND HACIENDA DRIVE,
APN: 481-230-52; GENERAL PLAN DESIGNATION:
LOW DENSITY RESIDENTIAL (LR)

WHEREAS, the El Cajon Planning Commission duly advertised and held a public hearing on February 2, 2016, to consider Tentative Parcel Map (TPM) No. 658, as submitted by Javier Correa, requesting a three lot residential subdivision to create two new residential lots in the Residential, Single-Family, 14,000 square foot, Hillside Overlay (RS-14-H) zone, and adopted Planning Commission Resolution No. 10841 unanimously recommending City Council approval of TPM No. 658, subject to conditions; and

WHEREAS, the El Cajon City Council held a duly advertised public hearing on February 23, 2016 to consider TPM No. 658, and its companion item, Specific Plan No. 527; and

WHEREAS, the City Council reviewed and considered the proposed Categorical Exemption from the provisions of the California Environmental Quality Act (CEQA) pursuant to sections 15332 and 15315 of the CEQA Guidelines, and then adopted the next resolution in order approving the Categorical Exemption pursuant to sections 15332 and 15315; and

WHEREAS, the City Council adopted the next resolution in order, approving Specific Plan No. 527 to provide alternative access for the new residential lots proposed by TPM No. 658; and

WHEREAS, at the public hearing the City Council received evidence through public testimony and comment, in the form of verbal and written communications and reports.

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

Section 1. That the foregoing recitals above are true and correct and are incorporated herein by this reference.

Section 2. The proposed map is consistent with the General Plan and the General Plan goals related to housing that seek to provide a variety of residential development opportunities in the City to fulfill regional housing needs. The proposed project's density is consistent with the LR designation of the General Plan.

Section 3. The proposed parcel map design results in three residential lots, which is consistent with the goals and objectives of the General Plan. Furthermore, the

average slope of the site is less than 20 percent and the site physically suited for the type of development as well as the density of the proposed development.

Section 4. The proposed project site has no habitat value and is substantially surrounded by residential development. Furthermore, the subject property is in a disturbed condition, is not environmentally sensitive, and there are no fish or wildlife populations that would be harmed by the residential development of the subject property.

Section 5. The design of the subdivision and type of improvements are required to incorporate storm water management improvements that will contribute to healthier streams, rivers, bays and the ocean. Furthermore, the design of the proposed subdivision will accommodate passive heating and cooling opportunities because any homes constructed on the proposed lots would require windows that open and would allow occupants to take advantage of the prevailing west winds.

Section 6. The proposed map will not conflict with easements of record or easements established by court judgment, acquired by the public at large, for access through or use of property within the proposed map, and there are no existing easements that will be affected by the proposed construction because the map will establish new easements for public utilities, and storm drain improvements.

BE IT FURTHER RESOLVED that based upon said findings of fact stated above, the El Cajon City Council hereby approves TPM No. 658 for a three-lot subdivision in the RS-14-H zone, on the above described property subject to the following conditions:

Section 7. The applicant shall comply with all requirements of the Public Works Department indicated in the comments attached to this resolution as "Exhibit B" and dated November 18, 2015.

Section 8. Prior to the issuance of grading or building permits, the final map for TPM No. 658 shall be recorded and the appropriate number of copies returned to the City.

Section 9. Prior to the issuance of grading or building permits, detailed landscape and irrigation plans shall be approved pursuant to the requirements of El Cajon Municipal Code, section 17.195.160 and the California Water Resources Board.

Section 10. Prior to the issuance of grading or building permits, comply with the applicable requirements from Helix Water District attached to this resolution as "Exhibit C" and dated October 29, 2015.

Section 11. The final map shall be in substantial conformance with the approved plan drawing for Specific Plan No. 527.

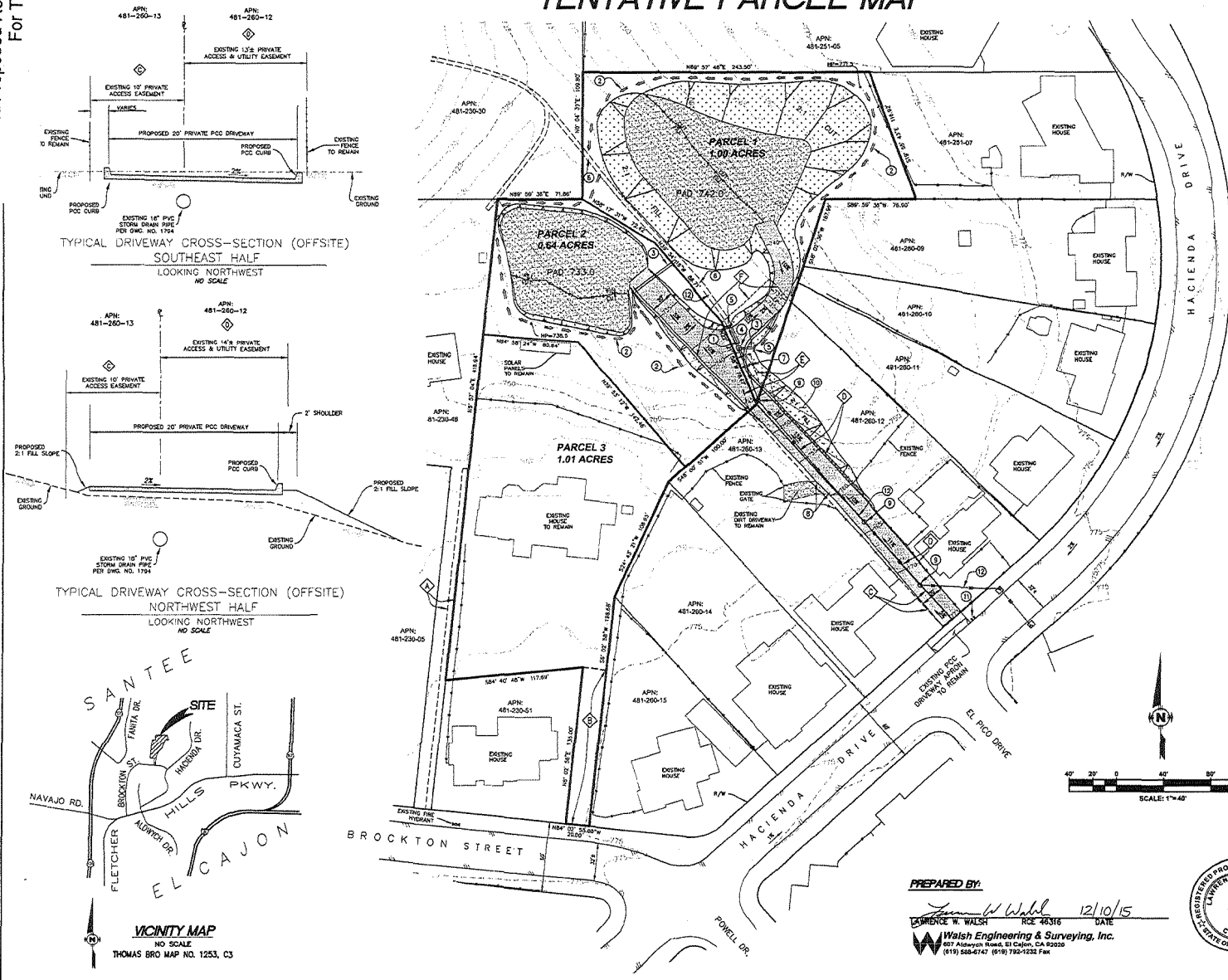
Section 12. The final map shall be accepted by the City Council and prepared for recordation in accordance with El Cajon Municipal Code Chapter 16.32.

Section 13. The recordation of the final map shall be in accordance with the time limits permitted in Government Code Section 66452.6 et seq.

02/23/16 (Item No. 101)

Correa – TPM 658 021715

TENTATIVE PARCEL MAP



TYPICAL DRIVEWAY CROSS-SECTION (OFFSITE)
SOUTHEAST HALF
LOOKING NORTHWEST
NO SCALE

TYPICAL DRIVEWAY CROSS-SECTION (OFFSITE)
NORTHWEST HALF
LOOKING NORTHWEST
NO SCALE

VICINITY MAP
NO SCALE
THOMAS BRO MAP NO. 1253, C3

TPM NOTES:

NAME OF PROJECT: CORREA LOT SPLIT
 TAX ASSESSOR'S PARCEL NUMBER: 481-230-52
 TOTAL ACREAGE: 2.63 AC
 EXISTING ZONING: RS-14-H, LOW DENSITY RESIDENTIAL

LEGAL DESCRIPTION:

A PORTION OF PARCELS 1 AND 2 OF PM 15472, IN THE CITY OF EL CAJON, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO, NOVEMBER 23, 1988.

EARTHWORK:

APPROXIMATE EARTHWORK VOLUMES:
 CUT=3,900 C.Y. *
 FILL=3,700 C.Y. *
 PARCEL 1: FILL= 3,700 C.Y. * INCLUDES OFFSITE PRIVATE DRIVEWAY
 PARCEL 2: CUT= 100 CY
 FILL= 300 C.Y.
 PARCEL 3: NO GRADING
 * PROJECT BALANCES AT 4,000 C.Y.

EASEMENT LEGEND:

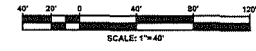
- ① 5' EASEMENT FOR INGRESS AND EGRESS AND UTILITY PURPOSES PER DOC. #1997-0097312
- ② 20' EASEMENT FOR INGRESS AND EGRESS AND UTILITY PURPOSES PER DOC. #2014-0008054
- ③ 10' EASEMENT FOR PRIVATE ROAD PURPOSES PER DOC. #1995-0462263 RECORDED OCTOBER 12, 1995.
- ④ PRIVATE ACCESS AND UTILITY EASEMENT PER DOC. #2015-0322826 RECORDED JUNE 22, 2015.
- ⑤ 15' DRAINAGE EASEMENT PER DOC. #2006-0398424 RECORDED JUNE 6, 2006.
- ⑥ PRIVATE ACCESS EASEMENT PER DOC. #

LEGEND:

- ① REMOVE PORTION OF PCC DITCH AND INSTALL 18" PERMA-LOC PVC STORM DRAIN PIPE
- ② PROPOSED EARTHEN SWALE
- ③ PROPOSED 18" PERMA-LOC PVC STORM DRAIN PIPE
- ④ PROPOSED TYPE-A CLEANOUT
- ⑤ PROPOSED TYPE-B HEADWALL
- ⑥ EXISTING BROW DITCH TO REMAIN
- ⑦ EXISTING TYPE-B HEADWALL TO BE REMOVED AND 18" PERMA-LOC PVC STORM DRAIN PIPE TO BE EXTENDED.
- ⑧ PROPOSED DRIVEWAY GRADE TO MATCH EXISTING DIRT ENTRANCE
- ⑨ EXISTING TYPE A-4 CLEANOUT TO REMAIN
- ⑩ LETTER OF PERMISSION TO GRADE DATED 6/19/15 ON FILE AT THE CITY OF EL CAJON
- ⑪ TWO PROPOSED WATER METERS
- ⑫ EXISTING 18" PERMA-LOC PVC STORM DRAIN PIPE PER DWG. 1794 TO REMAIN

OWNER/SUBDIVIDER:

JAVIER CORREA TRUSTEE
 CORREA TRUST DATED NOVEMBER 2, 2006
 7196 BROCKTON ST.
 EL CAJON, CA 92020
 (619) 504-2484
 DATE: 12/10/15
 RECEIVED
 DEC 14 2015
 COMMUNITY DEVELOPMENT



PREPARED BY:
 LAWRENCE W. WALSH REG. 46316
 J. Walsh Engineering & Surveying, Inc.
 107 Alderway Road, El Cajon, CA 92020
 (619) 588-6747 (619) 792-1232 Fax



SHEET 1	CITY OF EL CAJON	1 SHEET
TENTATIVE PARCEL MAP NO. 658		
APPLICANT: JAVIER CORREA		
ASSESSOR PARCEL NO(S): 481-230-52		
REQUEST:		
DRAWN BY: WALLSH ENGINEERING & SURVEYING, INC.		
ADDRESS: 107 ALDERWAY DR.		
EL CAJON, CA 92020		
PHONE: (619) 588-6747		
APPROVED BY:		DATE:



City of El Cajon

Department of Public Works
Engineering
MEMO

To: Planning

From: Department of Public Works

Date: November 18, 2015

Re: TENTATIVE PARCEL MAP 658, SP 527
1196 Brockton Street.

A Parcel Map must be prepared by a registered civil engineer or a licensed land surveyor in accordance with Title 16 of the Municipal Code and the Subdivision Map Act. In order to complete the process of subdividing the property, the owner is responsible for having a Parcel Map recorded with the County Recorder within two (2) years after approval of the Tentative Parcel Map by the City Council or within the time limits of an extension granted in accordance with Title 16 of the Municipal Code.

The following conditions must be completed prior to recording of the Parcel Map:

1. Comply with the following Storm Water requirements:
 - a. In accordance with the City of El Cajon Municipal Code Section 16.60, this project falls into a priority development project (PDP) category and is subject to the Standard Urban Storm Water Mitigation Plan (SUSMP) requirements. To fulfill SUSMP requirements, a Storm Water Mitigation Plan (SWMitP) needs to be prepared by a Registered Civil Engineer in the State of California. A Storm Water Conceptual Plan must be submitted to the Storm Water Division prior to the approval of any Planning Action (Storm Water Conceptual guidelines can be obtained from Public Works Storm Water Division on the fourth floor of City Hall). Amongst other things, the SWMitP shall include the following:
 - 1) Incorporation of New Development Best Management Practices (BMPs). Please refer to the Final Model BMP Design Manual for San Diego Region. Use the San Diego Regional handbook and BMP calculator to help design and size proposed BMPs. The design manual can be found on the San Diego Project Clean Water website at:

http://www.projectcleanwater.org/index.php?option=com_content&view=article&id=250
 - 2) Runoff calculations for water quality. A specific volume or flow of storm water runoff must be captured and treated with an approved (series of) storm water treatment control device(s); the BMP design size is calculated using either: a) the 85th percentile hourly precipitation (County Hydrology Manual isopluvial map) for volume based BMPs, or b) using a rain fall intensity of 0.2 inches per hour (Storm Water Attachment No. 4) for flow based BMPs.

- 3) We anticipate the approval of the San Diego Watershed Water Quality Improvement Plan by the San Diego Regional Water Quality Control Board (RWQCB) in the next couple of months which will allow the City to grant a Hydromodification Management Plan (HMP) exemption. Thus, the project will need to comply with water quality treatment requirements. Calculate pre- and post-construction peak flow runoff rates (calculated to the nearest 0.1 CFS using % imperviousness). The post-construction flows must not exceed the pre-construction flows.
- 4) Incorporation of Low Impact Development (LID) BMPs for compliance with the California Regional Water Quality Control Board (San Diego Region) Order No. R9-2007-0001 or a subsequent updated Order.

LID BMPs must be included as a separate section of the SWMitP. The LID section must include a comprehensive review and consideration of LID BMPs and a determination of feasibility and practicality for all mandatory LID BMPs. The LID section must include implementation of Source Control BMPs, Treatment Control BMPs and other LID BMPs where practical and feasible. Please refer to the Final Model BMP Design Manual for design support.

- 5) A Maintenance Plan per Storm Water Attachment No. 3 to ensure perpetual maintenance of BMPs (Available to the public through Public Works on the fourth floor of City Hall).
- 6) Landscaping Plans that comply with SUSMP requirements (submitted to the Planning Department).
- 7) Details of any proposed and existing trash enclosures. Any and all enclosures must be designed to be secured, constructed with a grade-break or berm across the entire enclosure entrance, and covered with an impervious, fire-resistant roof in accordance with the requirements of Public Works Storm Water Attachment No. 2.

Note: Contact the City of El Cajon Public Works Department to request a sample of the SWMitP document.

- b. The plans shall show that all new driveways and other impervious areas will drain to sufficiently sized and designed landscaped areas so as to incorporate Low Impact Development (LID) BMPs for compliance with the California Regional Water Quality Control Board (San Diego Region) Order No. R9-2007-0001 or a subsequent updated Order.

LID BMP details must be included as a separate section of the Building Permit Plan Set. The project must include a comprehensive review and consideration of LID BMPs and a determination of feasibility and practicality for all mandatory LID BMPs. The LID section must include implementation of Source Control BMPs, Treatment Control BMPs and other LID BMPs where practical and feasible. Incorporate all cross sections of proposed BMPs on the site plan.

- c. Prepare and submit a Storm Water Maintenance and Operations Plan to ensure compliance with City of El Cajon's storm water regulations.
- d. Submit a signed and executed Storm Water Facilities Maintenance Agreement with

Easement and Covenants. An electronic copy of the Storm Water Facilities Maintenance Agreement with Easement and Covenants can be obtained at the City of El Cajon Public Works Department.

- e. Submit copies of the Notice of Intent (NOI) and Storm Water Pollution Prevention Plan (SWPPP) from the California Regional Water Quality Control Board.
2. Install separate gravity sewer services, water services (including meters) and other utilities to each parcel with a building unit in accordance with the Municipal Code. Wet-tap fees are required. The proposed sewer and water laterals serving the parcel shall be private and shall be approved by the Building Division. A double cleanout is required at the property line for all sewer laterals. Maintenance of the private sewer and water laterals shall be the responsibility of the homeowners. Connections to the City sewer system and payment of connection fees are required with Building Permits.
3. Submit a current Preliminary Title Report and a Subdivision Guarantee, no older than 60 days, at the time the map is ready to record.
4. Submit a County Tax Certificate valid at the time of map recordation.
5. Set survey monuments and guarantee setting of any deferred monuments.
6. Submit Will-Serve letters from Water Company, Gas and Electric Company, Phone Company and Cable TV Company.
7. Submit a preliminary soils report prepared by a Civil or Geotechnical Engineer registered in the state of California, along with adequate test borings.

Submit signature omission letters from all public easement holders who do not have a signature block on the map.

The lot without a building unit is to be designated as a non-buildable lot for ingress and egress, water, sewer, and other utility purposes, for the common use and benefit of the other lots.

Municipal Code Section 16.16.060 provides that, in lieu of constructing the required improvements prior to recording of the final map, the subdivider may enter into an agreement which guarantees construction within one year. Such agreement shall be accompanied by improvement security in accordance with Municipal Code Section 16.16.080 and a certificate of insurance provided by the subdivider in accordance with City Council Policy D-3.

The school districts in the City have developer fee assessment policies. These fees are collected at the time of issuance of building permits.

Existing streets shall be kept free of dirt and debris and maintained in good condition. Dust shall be controlled so that it does not become a nuisance. The developer shall be responsible for the repair of any streets or private property damaged as a result of the construction of the subdivision.

Landscaping at the entrance of the driveways shall be kept low to provide adequate sight distance.

NOTE:

The following must be submitted to the Private Development Section of the Public Works Department when the final map is submitted for checking (An incomplete submittal will not be accepted. Please make an appointment with the Private Development Section personnel and the Storm Water Section personnel to review requirements and obtain appropriate checklists prior to the first submittal. Appropriate checklists will be sent to the Engineer of Work. The checklists shall be completed by the Engineer of Work and will be required with the first submittal):

- *Three (3) sets of maps and completed map checklist.*
- *Map closure calculations/data.*
- *Copies of record maps referenced (full size sheets only).*
- *Erosion Control Plan*
- *Drainage Study.Erosion Control Plan check fee.*
- *Drainage Study fee.*
- *Standard Urban Storm Water Mitigation Plan Ordinance (SUSMP) review fee.*
- *Storm Water Pollution Prevention Plan review fee*
- *Letter stating if the required Public Improvements will be constructed prior to recording the Map or deferred by a Subdivision Agreement.*
- *Two copies of the Storm Water Mitigation Plan (SWMitP).*
- *When applicable: A copy of the Operating Agreement (for an LLC); Partnership Agreement (for a Partnership); or a Resolution (for a Corporation).*
- *A Lien Contract Fee and Public Improvements Construction Cost Estimate.*

Submitted by,



Dennis C. Davies
Deputy Director of Public Works

RT:DD

cc:

Javier Correa
1196 Brockton St.
El Cajon, CA 920250

Walsh Engineering & Surveying, Inc.
607 Aldwych Dr.
El Cajon, CA 92020



Helix Water District

Setting standards of excellence in public service

7811 University Avenue
La Mesa, CA 91942-0427

(619) 466-0585
FAX (619) 466-1823
www.hwd.com

October 29, 2015

Eric Craig
Project Manager
City of El Cajon
200 Civic Center Way
El Cajon, CA 92020

Subject: Temporary Parcel Map No. 658
APN: 481-230-52
1196 Brockton Street, El Cajon, CA 92020

Dear Mr. Craig:

Thank you for the opportunity to comment on the subject project. Helix Water District (HWD) serves parcel APN 481-230-52 with a 1-inch water service and a 3/4-inch water meter. Fire protection is provided by a fire hydrant with 2.5" x4" outlets. The hydrant is located 120 feet west of the parcel's southeast corner on Brockton Street. Water pressure in the area is approximately 65 psi.

Backflow prevention devices will be required for any proposed water with fire protection system, and shall be installed per current Water Agencies' Standards. New backflow prevention devices shall be approved by Helix Water District (Darrin Teisher e-mail: crossconnection@helixwater.org).

We request a review and approval of any improvement plans. Should any of the water services be upsized due to additional water demands the property owner shall be responsible for all costs associated with upsizing the water service. Required fees for, facility relocations, installations, and abandonments will be determined after review of the improvement plans.

If landscaping of the parcels exceeds 5,000 square feet, a dedicated irrigation meter will be required and the property entered into our Water Conservation Program. Please contact them by e-mail: conserve@helixwater.org

The El Cajon Fire Department may require additional or upgraded fire protection facilities for this project. All costs for new fire protection facilities shall be paid by the Owner/Developer. Easements will be required if new or existing facilities cannot be installed and maintained within existing easements or public right of way. All costs for new easements shall be paid by the Owner/Developer.

If you have any questions, please call me at (619) 667-6239.

Sincerely,

Carlos Perdomo
Senior Engineering Technician

cc: Tim Ross
Aneld Anub
Darren Teisher
ecraig@cityofelcajon.us

PLANNING COMMISSION RESOLUTION NO. 10840

A RESOLUTION RECOMMENDING CITY COUNCIL APPROVAL OF CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) CATEGORICAL EXEMPTION 15332 (IN-FILL DEVELOPMENT) AND 15315 (MINOR LAND DIVISIONS) FOR SPECIFIC PLAN NO. 527 AND TENTATIVE PARCEL MAP NO. 658

WHEREAS, the El Cajon Planning Commission held a duly advertised public hearing on February 2, 2016, to consider Specific Plan No. 527 for alternative access and Tentative Parcel Map No. 658 a three lot parcel map to create two new lots in the RS-14-H zone, on property located on the north side of Brockton Street between Rippey Street and Hacienda Drive; and

WHEREAS, in accordance with CEQA Guidelines Section 15061(b)(2), and prior to making a recommendation to the City Council, the Planning Commission reviewed and considered the information contained in the project agenda report; and

WHEREAS, the proposed project is exempt from CEQA under Sections 15332 (*In-fill Development*) of CEQA Guidelines, which allows for in-fill development in urbanized areas, because the following conditions are satisfied: 1) the subject site and the adjacent properties are designated Low Density Residential (LR) on the General Plan Land Use Map. Furthermore, the site's zone, RS-14-H (Residential, Single-Family, 14,000 sf, Hillside Overlay), is consistent with the General Plan designation and the project implements General Plan Goals and policies that encourage new housing. Moreover, the specific plan will ensure that Zoning Code development regulations are satisfied; 2) the subject site is located within the city limits, is 2.65 acres, and is substantially surrounded by urban uses; and 3) the subject site and the surrounding area are disturbed and developed; there is no record of endangered, rare, or threatened species in the general vicinity and staff observed no protected or mitigable wildlife habitat on the subject site or in the general vicinity; and 4) the public circulation system has sufficient capacity to accommodate multiple modes of transportation, including bicycles, pedestrians and vehicles; the creation of two new residential lots in accordance with governing standards and regulations is not expected to substantially increase vehicle trips beyond the designed capacities of the surrounding existing streets, nor would it compromise the safety of other modal users; the adjacent roadways and intersections will operate at acceptable levels of service; and the new lots will be designed to satisfy all applicable storm water regulations established by the El Cajon Municipal Code Chapter 16.60; and 5) all required utilities and public services are available to serve the subject site as well as the surrounding area; and

WHEREAS, none of the conditions in Section 15300.2, which provide exceptions for categorical exemptions exist; and

WHEREAS, Section 15315 provides a separate exemption for the division of property in urbanized areas zoned for residential use into four or fewer parcels when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels are available, the land was not involved in a division of a larger parcel within the previous two years, and the parcel does not have an average slope greater than 20 percent; and

WHEREAS, after considering evidence and facts, the Planning Commission did consider the proposed Categorical Exemption, Sections 15332 and 15315 as presented at its meeting.

NOW, THEREFORE, BE IT RESOLVED by the El Cajon Planning Commission as follows:

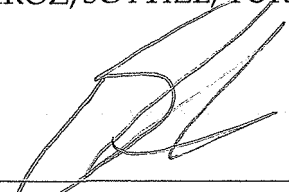
Section 1. That the foregoing recitals are true and correct, and are findings of fact of the El Cajon Planning Commission in regard to the proposed Categorical Exemption Sections 15332 and 15315 for Specific Plan No. 527 and Tentative Parcel Map No. 658.

Section 2. That based upon said findings of fact, the El Cajon Planning Commission hereby RECOMMENDS City Council APPROVAL of the proposed Categorical Exemption Sections 15332 and 15315 for Specific Plan No. 527 and Tentative Parcel Map No. 658.

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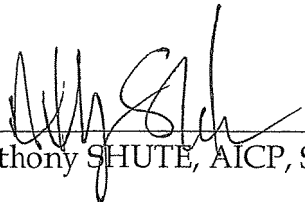
PASSED AND ADOPTED by the El Cajon Planning Commission at a regular meeting held February 2, 2016 by the following vote:

AYES:	CIRCO, LONGORIA, MROZ, SOTTILE, TURCHIN
NOES:	NONE
ABSENT:	NONE



Darin MROZ, Chairman

ATTEST:



Anthony SHUTE, AICP, Secretary

PLANNING COMMISSION RESOLUTION NO. 10841

A RESOLUTION RECOMMENDING CITY COUNCIL APPROVAL OF SPECIFIC PLAN NO. 527 TO PROVIDE ALTERNATE ACCESS FOR PROPERTY LOCATED ON THE NORTH SIDE OF BROCKTON STREET BETWEEN RIPPEY STREET AND HACIENDA DRIVE IN THE RESIDENTIAL, SINGLE-FAMILY, 14,000 SQUARE FOOT, HILLSIDE OVERLY (RS-14-H) ZONE; APN: 481-230-52; GENERAL PLAN DESIGNATION: LOW DENSITY RESIDENTIAL (LR)

WHEREAS, the El Cajon Planning Commission held a duly advertised public hearing on February 2, 2016, to consider Specific Plan No. 527 for alternative access to property located on the north side of Brockton Street between Rippey Street and Hacienda Drive; and

WHEREAS, in accordance with CEQA Guidelines Section 15061(b)(2), and prior to making a recommendation to the City Council, the Planning Commission reviewed and considered the information contained in the project agenda report; and

WHEREAS, the El Cajon Planning Commission adopted the next resolution in order recommending to the El Cajon City Council the approval of the proposed CEQA Categorical Exemption Sections 15332 and 15315; and

WHEREAS, existing circumstances require a detailed and consolidated framework of development, including an alternative form of access to landlocked property; and

WHEREAS, at the public hearing the Planning Commission received evidence through public testimony and comment, in the form of both verbal and written communications and reports prepared and presented to the Planning Commission, including (but not limited to) evidence such as the following:

- A. The proposed specific plan serves the public interest by facilitating the creation and development of two new residential lots in the City and ensuring that safe access is provided and maintained for the two proposed residential lots.
- B. The proposed specific plan will systematically implement the City's General Plan by facilitating the creation of new housing units, consistent with General Plan Goal 5 and its supporting objectives and policies.

Planning Commission Resolution No. 10841

NOW, THEREFORE, BE IT RESOLVED by the El Cajon Planning Commission as follows:

Section 1. That the foregoing recitals are true and correct, and are findings of fact of the El Cajon Planning Commission in regard to Specific Plan No. 527.

Section 2. That based upon said findings of fact, the El Cajon Planning Commission hereby RECOMMENDS City Council APPROVAL of Specific Plan No. 527 for alternate access to the subject property as depicted in the attached Exhibit "A", and subject to the condition that prior to the second ordinance reading for Specific Plan No. 572, the following note shall be added to the specific plan drawing: "The private driveway providing access to Parcel 1 and Parcel 2 shall be constructed of concrete and the surface of the driveway shall be finished with broom lines or similar striations that are perpendicular to the path of travel. No part of the private driveway shall exceed a grade of 15 percent."

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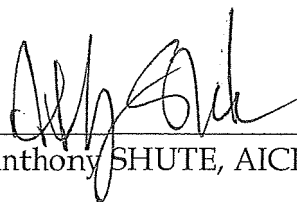
PASSED AND ADOPTED by the El Cajon Planning Commission at a regular meeting held February 2, 2016 by the following vote:

AYES:	CIRCO, LONGORIA, MROZ, SOTTILE, TURCHIN
NOES:	NONE
ABSENT:	NONE



Darrin MROZ, Chairman

ATTEST:



Anthony SHUTE, AICP, Secretary

PLANNING COMMISSION RESOLUTION NO. 10842

A RESOLUTION RECOMMENDING CITY COUNCIL APPROVAL OF TENTATIVE PARCEL MAP NO. 658 FOR A THREE LOT SUBDIVISION ON THE NORTH SIDE OF BROCKTON STREET BETWEEN RIPPEY STREET AND HACIENDA DRIVE, APN: 481-230-52; GENERAL PLAN DESIGNATION: LOW DENSITY RESIDENTIAL (LR)

WHEREAS, the El Cajon Planning Commission duly advertised and held a public hearing on February 2, 2016, to consider Tentative Parcel Map (TPM) No. 658, as submitted by Javier Correa, requesting a three lot residential subdivision to create two new residential lots in the Residential, Single-Family, 14,000 square foot, Hillside Overlay (RS-14-H) zone; and

WHEREAS, in accordance with CEQA Guidelines Section 15061(b)(2), and prior to making a recommendation to the City Council, the Planning Commission reviewed and considered the information contained in the project agenda report; and

WHEREAS, the El Cajon Planning Commission adopted the next resolution in order recommending to the El Cajon City Council the approval of the proposed CEQA Categorical Exemption Sections 15332 and 15315; and

WHEREAS, the El Cajon Planning Commission adopted the next resolution in order recommending to the El Cajon City Council the approval of Specific Plan No. 527 to provide alternative access to the subject property; and

WHEREAS, the following findings of fact are hereby made in regard to said tentative parcel map:

- A. The proposed map is consistent with the General Plan and the General Plan goals related to housing that seek to provide a variety of residential development opportunities in the City to fulfill regional housing needs. The proposed project's density is consistent with the LR designation of the General Plan.
- B. The proposed parcel map design results in three residential lots, which is consistent with the goals and objectives of the General Plan. Furthermore, the average slope of the site is less than 20 percent and the site physically suited for the type of development as well as the density of the proposed development.
- C. The proposed project site has no habitat value and is located in a developed area. Furthermore, the subject property is in a disturbed condition, surrounded by residential development, not environmentally sensitive, and there are no fish or wildlife populations that would be harmed by the residential development of the subject property.

- D. The design of the subdivision and type of improvements are required to incorporate storm water management improvements that will contribute to healthier streams, rivers, bays and the ocean. Furthermore, the design of the proposed subdivision will accommodate passive heating and cooling opportunities because any homes constructed on the proposed lots would require windows that open and would allow occupants to take advantage of the prevailing west winds.
- E. The proposed map will not conflict with easements of record or easements established by court judgment, acquired by the public at large, for access through or use of property within the proposed map, and there are no existing easements that will be affected by the proposed construction because the map will establish new easements for public utilities, and storm drain improvements.

NOW, THEREFORE, BE IT RESOLVED that based upon said findings of fact stated above, the El Cajon Planning Commission hereby RECOMMENDS CITY COUNCIL APPROVAL of Tentative Parcel Map No. 658 for a three lot subdivision, on the above described property subject to the following conditions:

1. The applicant shall comply with all requirements of the Public Works Department indicated in the comments attached to this resolution as "Exhibit B" and dated November 18, 2015.
2. Prior to the issuance of grading or building permits, the final map for TPM No. 658 shall be recorded and the appropriate number of copies returned to the City.
3. Prior to the issuance of grading or building permits, detailed landscape and irrigation plans shall be approved pursuant to the requirements of El Cajon Municipal Code, section 17.195.160 and the California Water Resources Board.
4. Prior to the issuance of grading or building permits, comply with the applicable requirements from Helix Water District attached to this resolution as "Exhibit C" and dated October 29, 2015.
5. The final map shall be in substantial conformance with the approved plan drawing for Specific Plan No. 527.
6. The final map shall be accepted by the City Council and prepared for recordation in accordance with El Cajon Municipal Code Chapter 16.32.
7. The recordation of the final map shall be in accordance with the time limits permitted in Government Code Section 66452.6 et. seq.

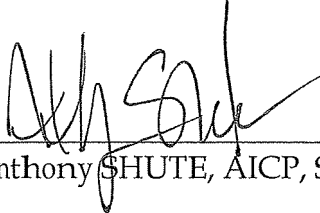
PASSED AND ADOPTED by the El Cajon Planning Commission at a regular meeting held February 2, 2016 by the following vote:

AYES:	CIRCO, LONGORIA, MROZ, SOTTILE, TURCHIN
NOES:	NONE
ABSENT:	NONE



Darrin MROZ, Chairman

ATTEST:



Anthony SHUTE, AICP, Secretary

DRAFT EXCERPT FROM THE MINUTES OF THE EL CAJON PLANNING COMMISSION MEETING

February 2, 2016

Agenda Item:	3
Project Name:	Correa Alternate Access
Request:	Alternate access for two proposed residential lots
CEQA Recommendation:	Exempt
STAFF RECOMMENDATION:	RECOMMEND CITY COUNCIL APPROVAL
Project Number(s):	Specific Plan No. 527 and Tentative Parcel Map No. 658
Location:	1196 Brockton Street
Applicant:	Javier Herrera; jcorreasr@sombreronet.com ; 619.504.2494
Project Planner:	Eric Craig; ecraig@cityofelcajon.us ; 619.441.1782
City Council Hearing Required?	Yes February 23, 2016
Recommended Actions:	<ol style="list-style-type: none">1. Conduct the public hearing; and2. MOVE to adopt the next resolutions in order recommending City Council approval of proposed CEQA Exemption, Specific Plan No. 527 and Tentative Parcel Map No. 658

CRAIG summarized the agenda report in a PowerPoint presentation.

SOTTILE asked staff if the nearest fire hydrant was on Brockton.

SHUTE responded that any new home would be required to be fire sprinklered and must comply with the current fire code. There was no fire hydrant requirement with this action.

MROZ opened the public hearing.

Alvin GREEN, adjacent property owner, expressed concern that the project could affect his ability to enjoy his property without knowledge of what is proposed on the lots. The project could affect his view, increase noise, and overall impact his peaceful enjoyment.

CRAIG advised the property would allow for two single-family homes to be constructed in the future. There is a height limitation of 35 feet, and the pad where the home would sit is 33-feet below his home.

Javier CORREA, applicant, spoke next. He said he is in the process of splitting the site for future development and no construction is planned at this point.

Motion was made by MROZ, seconded by CIRCO, to close the public hearing; carried 5-0.

The Commissioners confirmed with staff that the private easement would only be to grant access.

**DRAFT EXCERPT FROM THE MINUTES OF THE
EL CAJON PLANNING COMMISSION MEETING**

February 2, 2016

Motion was made by SOTTILE, seconded by MROZ, to adopt the next resolutions in order recommending City Council approval of proposed CEQA exemption, Specific Plan No. 527 and Tentative Parcel Map No. 658, subject to conditions; carried 5-0.

EL CAJON MUNICIPAL CODE EXCEPTS

FOR

SPECIFIC PLAN No. 527

17.125.090 Development of landlocked residential property.

In the RS-40 and RS-20 zones, individual lots may be created and/or developed as described in this section. In the RS-14 zone, a maximum of four (4) lots may be created and/or developed as described in this section.

Upon satisfactory demonstration that it is impossible in a practical manner to otherwise serve an area with direct access to a public street, individual lots may be created and/or developed provided the following conditions are satisfied:

A. The city shall adopt a specific plan delineating the nonpublic access ways. This specific plan shall meet the following criteria:

1. Access to five (5) lots or less shall require a minimum 20 feet wide paved roadway.
2. Access to six (6) or more lots shall require a minimum 22-foot wide paved roadway. A greater width may be required due to the number of lots served, natural slope gradient, and distance to public street intersection.
3. Roadway grades shall not exceed 10 percent.
4. Any nonpublic access way serving more than five (5) dwellings shall have access in at least two directions.
5. The city engineer shall approve the drainage facilities required for such access ways.
6. The fire department shall approve the adequacy of access and fire protection to each property served by such access way.
7. Adequate and safe sight distance shall be maintained for all access ways and driveways.

B. In addition to the standards required in the underlying zones, lots to be served by private access ways shall conform to the following additional criteria:

1. Each lot shall be provided with at least two (2) additional parking spaces; these spaces may be provided by widening the access way.
2. Padding for building sites in the RS-40 and RS-20 zones shall be held to an absolute minimum to preserve the natural amenities of the site.
3. Public utilities including water, telephone and power shall be provided as per existing city regulations.
4. A means to guarantee maintenance of access way shall be provided.

17.140.060 Residential lot requirements.

The following table lists the minimum spatial requirements for the establishment of new residential lots.

**Table 17.140.060
Residential Lot Requirements**

Residential Zone:	Lot Area:	Lot Width:	Lot Depth:	Flag Width:
O-S	See Chapter 17.155	See Chapter 17.155	See Chapter 17.155	See Chapter 17.155
PRD	See Chapter 17.165	See Chapter 17.165	See Chapter 17.165	See Chapter 17.165
RS-40	40,000 s.f. ¹	100 ft.	90 ft. ⁴	20 ft.
RS-20	20,000 s.f. ²	100 ft.	90 ft. ⁴	20 ft.
RS-14	14,000 s.f. ³	90 ft.	90 ft. ⁴	20 ft.
RS-9	9,000 s.f.	70 ft.	90 ft. ⁴	20 ft.
RS-6	6,000 s.f.	60 ft. interior 70 ft. corner	90 ft. ⁴	20 ft. ⁵
RM-6000	6,000 s.f.	50 ft.	90 ft. ⁴	n/a
RM-4300	6,500 s.f.	65 ft.	90 ft. ⁴	n/a
RM-2500	7,000 s.f.	70 ft.	90 ft. ⁴	n/a
RM-2200	7,000 s.f.	70 ft.	90 ft. ⁴	n/a
RM-1450	7,000 s.f.	70 ft.	90 ft. ⁴	n/a
RM-HR	20,000 s.f.	100 ft. interior 110 ft. corner	90 ft. ⁴	n/a

¹ The minimum required lot area shall be forty thousand square feet, except when two or more lots are created by subdivision or parcel map, the total lot area of all lots, permanently reserved open space, and community recreation areas, not including street area, divided by the total number of residential building lots, shall not be less than forty thousand square feet; at least one-half of all residential building lots shall contain not less than forty thousand square feet; in no case shall a lot contain less than twenty-four thousand square feet.

² The minimum required lot area shall be twenty thousand square feet, except when two or more lots are created by subdivision or parcel map, the total lot area of all lots, permanently reserved open space, and community recreation areas, not including street area, divided by the total number of residential building lots, shall not be less than twenty thousand square feet; at least one-half of all residential building lots shall contain not less than twenty thousand square feet; in no case shall a lot contain less than twelve thousand square feet.

³ The minimum required lot area shall be fourteen thousand square feet, except when two or more lots are created by subdivision or parcel map, the total lot area of all lots, permanently reserved open space, and community recreation areas, not including street area, divided by the total number of residential building lots, shall not be less than fourteen thousand square feet; at least one-half of all residential building lots shall contain not less than fourteen thousand square feet; in no case shall a lot contain less than nine thousand square feet.

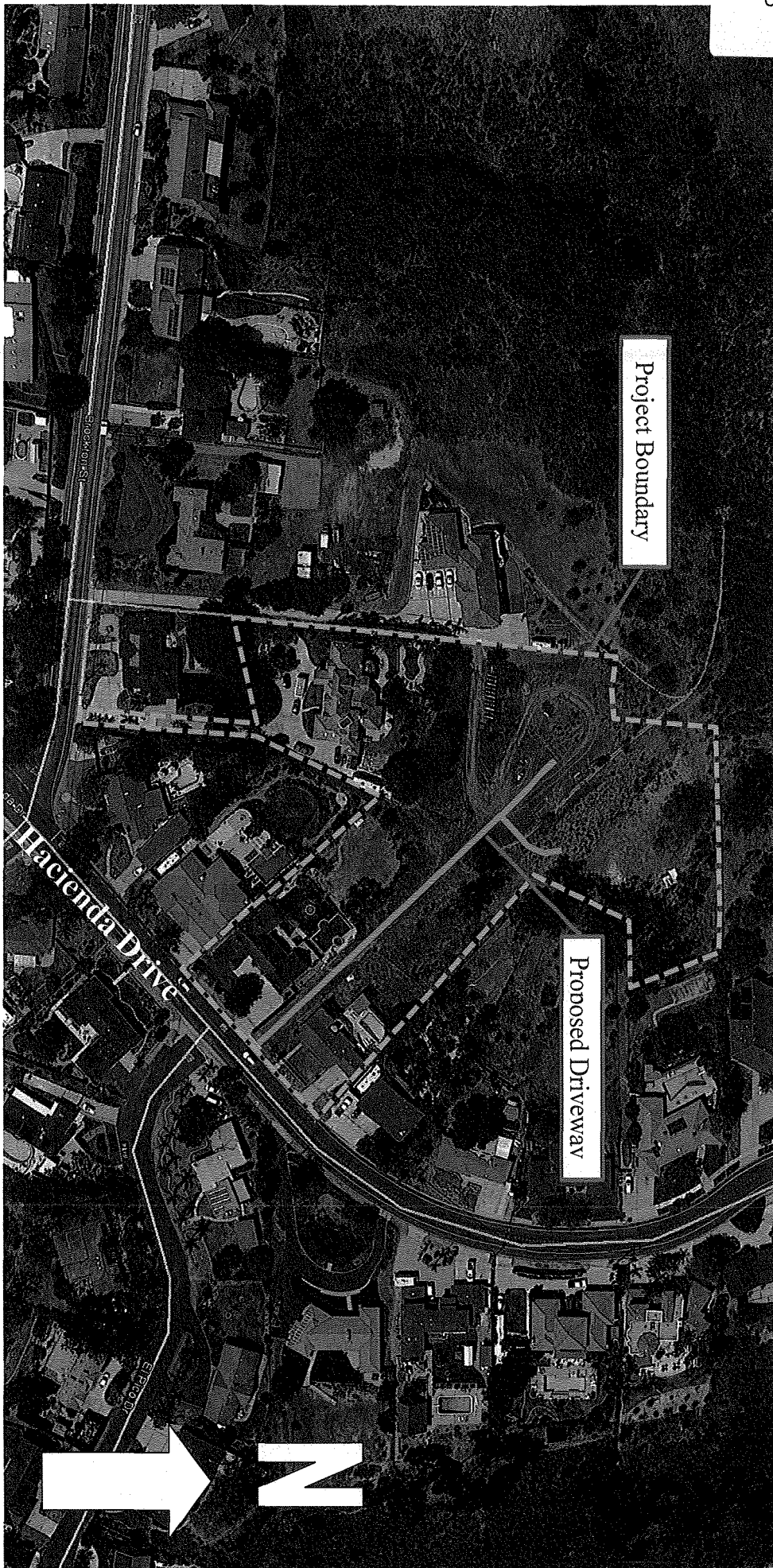
⁴ Unless specifically waived by the city council at the time of map approval, maximum lot depth is limited to three times the average lot width.

⁵ The creation of panhandle lots in the RS-6 Zone requires approval of a Specific Plan.

17.195.160 Landscaping on slopes created by grading.

Landscaping requirements for slopes created by grading are as follows:

- A. In order to prevent the raveling and erosion of the ground surface subsequent to the construction of manmade slopes and to serve as a fire-retardant, adequate slope planting shall be required on all constructed slopes with a gradient steeper than six (6) horizontal to one (1) vertical (6:1), and a height in excess of three (3) feet measured vertically. Such slope planting shall consist of deep-rooting grasses, ground cover and shrubs, and on slopes of 10 feet or more in vertical height, a minimum of one (1) tree for every 600 square feet of the total slope area. Trees shall be a five-gallon size and shall be spaced a minimum of 30 feet apart. Shrubbery shall be a minimum one-gallon size and shall have a minimum separation of one (1) times the mature width. Plant size and planting pattern may be varied upon the recommendation of a landscape architect.
- B. An adequate irrigation system shall be required for all slope planting. Such system shall consist of a permanent watering system operative on an individual lot basis and capable of providing uniform water coverage on all plantings. Single-service meters may be used for common slope areas that will be maintained by a homeowners' association or similar private maintenance organization, and for slopes less than six (6) feet in vertical height hose bibs located within 50 feet of the slope may be used.
- C. All slope planting and irrigation systems shall be complete and operative on an individual lot basis before final inspection of the lot by the Building Division.
- D. The land developer shall have the responsibility of satisfactorily maintaining such slope planting until the properties within the development are occupied. A performance bond may be required by the planning commission in order to assure that all planting will be maintained and replaced if necessary.
- E. All constructed slopes that are not part of a lot that is to be occupied and built upon shall also be planted and maintained to the satisfaction of the director of community development.
- F. A landscaping plan prepared or landscape documentation package and certificate of completion prepared in accordance with the provisions of this chapter and clearly indicating and identifying slope plantings and supportive irrigation system shall be required prior to the acceptance of a final map or development plan.
- G. The retention of natural features such as rock outcroppings and substantial native vegetation and their incorporation into landscaping schemes are strongly encouraged. The approval of any proposal for development may be conditioned upon the retention of certain natural features of the site.

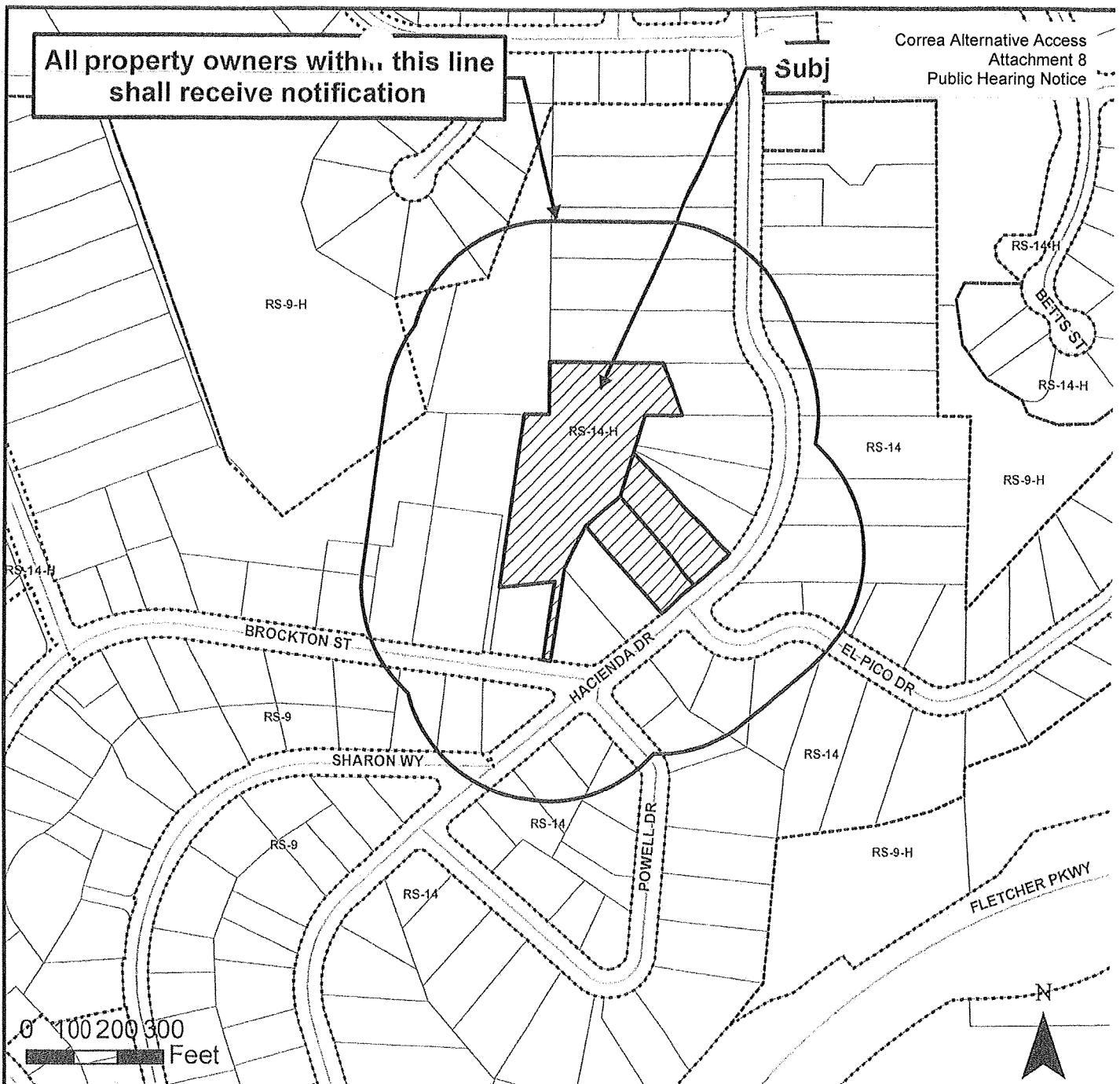


SP No. 527
TPM No. 658
Javier Correa

All property owners within this line shall receive notification

Correa Alternative Access
Attachment 8
Public Hearing Notice

Subj



NOTICE OF PROPOSED SPECIFIC PLAN AND TENTATIVE PARCEL MAP

NOTICE IS HEREBY GIVEN that the El Cajon Planning Commission will hold a public hearing at 7:00 p.m., Tuesday, February 2, 2016, and the El Cajon City Council will hold a public hearing at 7:00 p.m., February 23, 2016, in the City Council Chambers, 200 Civic Center Way, El Cajon, CA, to consider:

SPECIFIC PLAN NO. 527 AND TENTATIVE PARCEL MAP NO. 658, as submitted by Javier Correa, requesting a three lot subdivision and alternative access to two proposed land-locked parcels. The subject property is addressed as 1196 Brockton Street. This project is exempt from the California Environmental Quality Act (CEQA).

The public is invited to attend and participate in these public hearings. The agenda reports for this project will be available 72 hours prior to the meeting for Planning Commission and City Council at <http://www.cityofelcajon.us/your-government/calendar-meetings-list>. To download a copy, click the *current agenda – full version* link, then the agenda item. In an effort to reduce the City's carbon footprint, paper copies will not be provided at the public hearings, but will be available at the Project Assistance Center and City Clerk counters upon request.

If you challenge the matter in court, you may be limited to raising only those issues you or someone else raised at the public hearings described in this notice or in written correspondence delivered to the Commission or Council at, or prior to, the public hearings. The City of El Cajon encourages the participation of disabled individuals in the services, activities, and programs provided by the City. Individuals with disabilities who require reasonable accommodation in order to participate in the public hearing should contact Planning at 619.441.1742. More information about planning and zoning in El Cajon is available at <http://www.cityofelcajon.us/your-government/departments/community-development/planning-division>.

If you have any questions, or wish any additional information, please contact **ERIC CRAIG** at 619.441.1782 or via email at ecraig@cityofelcajon.us and reference "Correa" in the subject line.



Community Development Department
Planning Division
PLANNING PERMIT APPLICATION

Type of Planning Permit(s) Requested

- | | | | | |
|---|---|------------------------------|------------------------------|------------------------------|
| <input type="checkbox"/> AZP | <input type="checkbox"/> CUP | <input type="checkbox"/> LLA | <input type="checkbox"/> PRD | <input type="checkbox"/> PUD |
| <input checked="" type="checkbox"/> Specific Plan | <input checked="" type="checkbox"/> TPM | <input type="checkbox"/> TSM | <input type="checkbox"/> VAR | <input type="checkbox"/> ZR |

Other: SP 527 & TPM 658

Applicant Information (the individual or entity proposing to carry out the project; not for consultants)

Company Name: _____
Contact Name: Javier Correa
Address: 1196 Brockton St., El Cajon, CA 92020
Phone: (619) 504-2494 Email: jcorrears@sombreronet.com
Interest in Property: Own Lease Option

Project Representative Information (if different than applicant; consultant information here)

Company Name: Walsh Engineering & Surveying, Inc.
Contact Name: Larry Walsh License: 46316
Address: 607 Aldwych Dr., El Cajon, CA 92020
Phone: (619)588-6747 Email: larry@walsh-engineering.com

Property Owner Information (if different than applicant)

Company Name: (same as applicant)
Contact Name: _____
Address: _____
Phone: _____ Email: _____

Project Location

Parcel Number (APN:) 481-230-52-00

Address: 1196 Brockton St., El Cajon, CA, 92020

Nearest Intersection: Brockton Street and Hacienda Drive

Project Description (or attach separate narrative)

Proposed lot split for the property located 1196 Brockton St., El Cajon, CA 92020. There is

one existing single family residence on the property. Two additional parcels are proposed to

be created. 3 Specific Plan for access to

land-locked parcels

Hazardous Waste and Substances Statement

Section 65962.5(f) of the State of California Government Code requires that before the City of El Cajon accepts as complete an application for any discretionary project, the applicant submit a signed statement indicating whether or not the project site is identified on the State of California Hazardous Waste and Substances Sites List. This list identifies known sites that have been subject to releases of hazardous chemicals, and is available at <http://www.calepa.ca.gov/sitecleanup/corteselist/>. Check the appropriate box and if applicable, provide the necessary information:

The development project and any alternatives proposed in this application:

is/are NOT contained on the lists compiled pursuant to Government Code Section 65962.5.

is/are contained on the lists compiled pursuant to Government Code Section 65962.5.

If yes, provide Regulatory Identification Number: _____ Date of List: _____

Authorization

Applicant Signature¹: [Signature] Date: 6/22/15

Property Owner Signature²: [Signature] Date: 6/22/15

- Applicant's Signature:** I certify that I have read this application and state that the above information is correct, and that I am the property owner, authorized agent of the property owner, or other person having a legal right, interest, or entitlement to the use of the property that is the subject of this application. I understand that the applicant is responsible for knowing and complying with the governing policies and regulations applicable to the proposed development or permit. The City is not liable for any damages or loss resulting from the actual or alleged failure to inform the applicant of any applicable laws or regulations, including before or during final inspections. City approval of a permit application, including all related plans and documents, is not a grant of approval to violate any applicable policy or regulation, nor does it constitute a waiver by the City to pursue any remedy, which may be available to enforce and correct violations of the applicable policies and regulations. I authorize representatives of the City to enter the subject property for inspection purposes.
- Property Owner's Signature:** If not the same as the applicant, property owner must also sign. A signed, expressed letter of consent to this application may be provided separately instead of signing this application form. By signing, property owner acknowledges and consents to all authorizations, requirements, conditions and notices described in this application. Notice of Restriction: property owner further acknowledges and consents to a Notice of Restriction being recorded on the title to their property related to approval of the requested permit. A Notice of Restriction runs with the land and binds any successors in interest.



Disclosure Statement

This statement is intended to identify and avoid potential conflicts of interest that may exist between the project proponents and the decision makers; including City staff, Planning Commissioners, and City Council members.

The following information must be disclosed:

1. List the names and addresses of all persons having a financial interest in the application.

Javier Correa

1196 Brockton St., El Cajon, CA 92020

List the names and address of all persons having any ownership interest in the property involved.

Javier Correa

1196 Brockton St., El Cajon, CA 92020

2. If any person identified pursuant to (1) above is a corporation or partnership, list the names and addresses of all individuals owning more than 10% of the shares in the corporation or owning any partnership interest in the partnership.

3. If any person identified pursuant to (1) above is a trust, list the name and address of any person serving as trustee or beneficiary or trustor of the trust.

Javier Correa, Trustee

Correa Trust dated November 2, 2006

4. Have you or your agents transacted more than \$500.00 worth of business with any member of City staff, Boards, Commissions, Committees and Council within the past 12 months or \$1,000.00 with the spouse of any such person? Yes _____ No X

If yes, please indicate person(s), dates, and amounts of such transactions or gifts.

"Person" is defined as "Any individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, company, corporation, association, committee, and any other organization or group of persons acting in concert." Gov't Code §82047.

Javier Correa 6/22/15 Javier Correa
Signature of applicant / date Print or type name of applicant

NOTE: Attach appropriate names on additional pages as necessary.

City Clerk Date Stamp

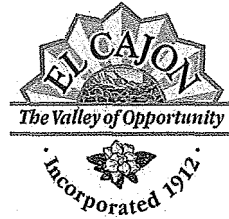
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City of El Cajon Agenda Report

MEETING: Feb. 23, 2016

ITEM NO: 102



TO: Mayor Wells, Mayor Pro Tem Ambrose
Councilmembers Bales, Kendrick, McClellan

FROM: Anthony Shute, Deputy Director of Community Development

SUBJECT: FY 2016-17 CDBG AND HOME ALLOCATIONS

RECOMMENDATION: That the City Council

- 1) Open the public hearing and accept public testimony;
- 2) Accept public input for the FY 2016-17 One-Year Action Plan;
- 3) Close the public hearing; and
- 4) Allocate funds to projects and programs that will be funded from the FY 2016-17 Community Development Block Grant (CDBG) and HOME grant programs.

Please note that staff will prepare a preliminary funding schedule reflecting the City Council's decisions relative to the FY 2016-17 Annual Action Plan and present it for final adoption at the second public hearing scheduled for April 26, 2016.

BACKGROUND:

The U.S. Department of Housing and Urban Development (HUD) provides funding to eligible jurisdictions through the CDBG and HOME grant programs annually through the Annual Action Plan process. This report requests City Council action relative to activities and allocations for the FY 2016-17 grant year.

FY 2016-17 CDBG AND HOME ALLOCATIONS:

The FY 2016-17 budget for HUD has been enacted. The CDBG allocation will be \$1,239,437 and the HOME allocation will be \$444,080. City Council action is requested to identify the projects that will receive funding and conduct activities in FY 2016-17.

Following the allocation decisions from this public hearing, the One-Year Action Plan will be prepared and made available for public review for a 30-day period. A second public hearing will follow (tentatively April 26, 2016) at which time the final Action Plan will be presented to the City Council for approval. The Action Plan will then be submitted to HUD for approval and if the Plan is approved, funds will become available after July 1, 2016.

EVALUATION OF PAST YEAR'S PERFORMANCE

A comprehensive review of the FY 2014-15 CDBG and HOME programs is included in the City's Consolidated Annual Performance and Evaluation Report (CAPER) which is available for public review at the Community Development - Housing public counter on the third floor of City Hall, as well as on Community Development - Housing's web page, located at <http://www.cityofelcajon.us/your-government/departments/community-development/housing-division>. Programs and projects are currently underway for the FY 2015-16 Action Plan period.

CDBG PROPOSALS

Following the release of a Notice of Funding Availability (NOFA) in November of 2015, the City received numerous requests for FY 2016-17 CDBG funding. As in past years, the requests for funding exceed the amount available for allocation. The complete application binder is available in the City Clerk's Office for City Council and public review. A CDBG Fact Sheet is included as **Attachment "1"** for reference.

As noted above, the CDBG allocation will total \$1,239,437 in FY 2016-17. A maximum of 15 percent of that amount (\$185,916) may be allocated for public service activities and a maximum of 20 percent (\$247,887) may be allocated for administration activities. The remainder may be allocated for Capital/Other projects. Staff recommendations for the categories of funding are listed below and summarized in **Attachment "2"** of this report.

ADMINISTRATION (MAXIMUM 20% OF CDBG GRANT)

Federal regulations restrict funds reserved for Planning and Administration in the CDBG program to 20% of the total grant amount (maximum of \$247,887 in FY 2016-17).

- ◆ CDBG Administration - In order to receive CDBG and HOME funds, HUD expects adequate staffing and administration of programs. To minimize impact to the General Fund, the maximum amount of funds available in this category will be necessary in order to adequately administer both the CDBG and HOME programs for FY 2016-17. Staff recommends allocating \$232,887 of CDBG funds to the City's Community Development - Housing for continued administration of both grant programs, including internal and external costs. Unexpended funds at the end of each fiscal year become part of the Unallocated Fund Balance and are available for future Capital/Public Facility/Other-type projects when the balance accumulates sufficient funding.
- ◆ Fair Housing Services - The provision of fair housing services is mandatory for federal programs, including the CDBG and HOME programs. One application for funding was received that included the provision of fair housing services. CSA San Diego County has requested \$20,000 to provide fair housing and landlord/tenant services for City of El Cajon residents. Staff recommends funding \$15,000 from CDBG funds, along with an additional \$5,000 in HOME Admin funds, for a total contract of \$20,000 for the provision of essential fair housing services.

CAPITAL/OTHER PROJECTS (PUBLIC FACILITIES AND IMPROVEMENTS)

The City received several proposals for Public Facility/Capital funds. In a City Council separate Agenda Item on this same date, authorization has been requested to proceed with a defeasance of the outstanding Section 108 Loan using available current year CDBG funding. This agenda report and recommendations are prepared presuming that authorization has been given for defeasance of that loan. If authorization is not given, then a required payment of \$67,981 for the Section 108 Loan must be made from this category of funding and staff recommends that the Housing Rehabilitation Loan Program funding allocation be reduced to adequately fund the Section 108 loan payment in the amount of \$67,981.

Previous Council direction has been to maximize and prioritize the use of CDBG funds for CDBG-eligible City-owned Public Facility improvements serving the entire community, and to bring all public facilities into compliance with ADA requirements. The City Council preferred to prioritize funding to continuing phased projects and projects underway before funding new projects.

The following is a brief discussion of each project's submittal for Capital/Other funds and staff's recommendations for funding:

- ◆ Housing Rehabilitation Loan Program (HRLP)/Mobile Home Rehabilitation Program - The HRLP assists low-income owners with major repairs, including ADA modifications, in order to help them to preserve their homes. The project allocation supports the direct costs of internal project management of both the CDBG and HOME rehabilitation programs, as well as direct loans to homeowners for the CDBG Mobile Home Rehab Program. Funding is necessary in order to continue providing this program to residents in the amount of \$171,344 in FY 2016-17.
- ◆ Neighborhood Park Improvements (Park adjacent to Ronald Reagan Community Center) – The Neighborhood Park adjacent to the Ronald Reagan Community Center is a passive park heavily used by neighborhood residents. Funding has been requested for this project which will be used to provide enhancements to activate the park with outdoor adult exercise equipment, and enhanced lighting. Project funding will be leveraged with a KaBOOM! Grant to build the playground. Staff recommends funding this activity in the amount of \$350,000.
- ◆ ADA Curb Ramps Installation – Based on a 25-year work plan developed by staff, approximately 45 curb ramps and a quarter mile of sidewalks need to be constructed each year to complete the plan. Funding has been requested for this project to include the installation of new ADA compliant curb ramps, as well as the retrofit of existing curb ramps throughout the City during the fiscal year. This project will leverage CIP, TransNet and Safe Routes to School grant funds. Staff recommends funding this activity in the amount of \$200,000.
- ◆ Home of Guiding Hands - Funding has been requested for major facility improvements to one group home serving developmentally disabled adults. Staff recommends funding this activity in the amount of \$38,230.

- ◆ San Diego Habitat for Humanity - Funding has been requested for a new program to assist low-income households by providing minor housing rehabilitation for single-family homes in the neighborhoods surrounding the new Foundation Lane Phase II project. The program will include both minor improvements to the existing residence (such as ADA ramps, window replacements, roof repairs, widening doorways, etc.) as well as exterior improvements (such as painting and landscaping) to beautify the homes and neighborhoods. This project will leverage Habitat's own funds with donated funds, volunteer labor, and CDBG funds for materials only to complete 12 homes during the year. This project is anticipated to complement the City's Housing Rehabilitation Loan Program, which requires full Health & Safety Code improvements, by focusing on smaller projects. Staff recommends funding this activity as a pilot project in the amount of \$48,000.
- ◆ Section 108 Loan Repayment (if required) – If the loan is not defeased in the current year, the City is obligated to reserve funds in this category for annual repayment to the remaining Section 108 loan for the Ladder Truck Acquisition in FY 2016-17 in accordance with a set amortization schedule. Staff recommends funding this activity in the amount of \$67,981, if required.

PUBLIC SERVICES (MAXIMUM 15% OF GRANT)

The City received a number of applications for public service programs. Per CDBG regulations, a maximum of 15% of the total annual allocation (\$185,916) may be allocated for public service activities this year.

Following is a very brief discussion of each project submittal for public services funds, and staffs recommendations for funding:

- ◆ Community Policing (Crime Free Multi-Housing) - Funds have been requested for the continued provision of the successful Crime Free Multi-Housing Program which serves residents city-wide by reducing crime and increasing safety in neighborhoods. Staff recommends funding this activity in the amount of \$53,976.
- ◆ East County Transitional Living Center (Emergency Shelter Program) - Funds have been requested to provide emergency shelter for the homeless. The program proposes to serve 270 persons. Staff recommends funding this activity in the amount of \$100,000.
- ◆ Angel's Depot (Emergency Food for Seniors) - Funds have been requested to serve approximately 100 extremely low-income El Cajon seniors with a once-a-month emergency food distribution. Staff recommends funding this activity in the amount of \$20,000.
- ◆ Meals on Wheels (Meal Delivery for Seniors) - Funds have been requested for the provision of meals to low-income, homebound seniors within the City. The program proposes to serve 155 seniors. Staff recommends funding this activity in the amount of \$10,000.
- ◆ ElderHelp of San Diego (Concierge Club/HomeShare Program) - Funds have been requested for the ElderHelp Concierge Club Program, which provides case management and supportive services to El Cajon seniors. The program proposes to serve 24 seniors.

In addition to Concierge Club services, the HomeShare program matches seniors with available rooms to adults of all ages who are in dire need of housing. This program was awarded funding in FY 2015-16 based on its stated ability to bring shared housing services to El Cajon. However, the program has not met the City's expectations since only one (1) El Cajon senior has been enrolled in the HomeShare Program. This is not recommended for funding.

- ◆ The Salvation Army (Social Services Program) - Funds have been requested for this program to purchase food for distribution to low-income individuals and families. The funds would be used to serve more people than are served there now (proposes an additional 400 people), and to supplement the donated food received with protein and other essentials. **A portion of this agency's application requested funding for rent and utility assistance, which is not eligible.** This is not recommended for funding.
- ◆ Mama's Kitchen (Home-delivered Meals El Cajon) - Funds have been requested for this program to provide 3 meals per day for El Cajon residents who are afflicted with HIV and/or cancer. 98% of those served are low-income. The funds would be used to purchase food and meal containers. The program proposes to serve 40 individuals. This is not recommended for funding.

HOME PROGRAM

Unlike the CDBG program, the HOME program mandates a 10% set-aside for Administration, a 15% set-aside for Certified Housing Development Organizations (CHDOs), and the balance is for entitlement projects such as down payment assistance and housing rehabilitation. Staff recommendations for funding of each category are summarized below and included in **Attachment "3"**. The total HOME allocation will be approximately \$444,080.

ADMINISTRATION (MAXIMUM 10% OF GRANT)

Federal regulations restrict funds reserved for Planning and Administration in the HOME program to 10% of the total grant amount (maximum of \$44,408 in FY 2016-17).

- ◆ HOME Administration - Staff recommends allocating \$39,408 in this category to Community Development - Housing for administration of the HOME Program, including internal and external costs. Unexpended funds at the end of each fiscal year become part of the Unallocated Fund Balance and are available for future affordable housing projects when the balance accumulates sufficient funding.
- ◆ CSA San Diego County (Fair Housing Services) – As noted above, CSA San Diego County is requesting \$20,000 to provide fair housing and landlord/tenant services for City of El Cajon residents. Staff recommends funding of \$5,000 from HOME funds, along with an allocation of \$15,000 from CDBG funds (see the discussion above), for a total contract for \$20,000 with CSA for the provision of mandatory fair housing services in El Cajon.

CHDO SET-ASIDE FUNDING (MINIMUM 15% OF HOME GRANT)

The HOME program requires that 15% of the grant be reserved for the production of affordable housing opportunities by one or more CHDOs. For FY 2016-17, \$66,612 is the total amount that must be set-aside for future allocation to one or more CHDOs. Staff will return with recommendations for a specific CHDO and project at a later time once a CHDO and a project have been identified. At this stage, in order to comply with HOME regulations, funds must simply be reserved.

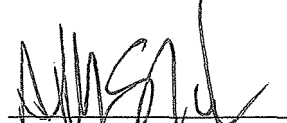
ENTITLEMENT PROJECTS (BALANCE OF GRANT)

The amount available for continuing housing programs will be \$333,060. Staff recommends the balance be allocated to the Housing Programs Pool of Funds (H0720) for continuing authorized housing activities, including the HOME-funded Rehabilitation Programs and the First-Time Homebuyer Program. Funds will be moved from the Housing Programs Pool of Funds to these HOME Entitlement programs on an as-needed basis based on market conditions and demand. These programs assist the City with meeting the goals and objectives as adopted in the City's Five Year Consolidated Plan.

FISCAL IMPACT:

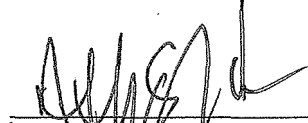
All CDBG and HOME grant allocations will be used to fund project and program costs pursuant to Federal law. There is no impact to the General Fund.

PREPARED BY:



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CITY MANAGER**

Attachments:

1. CDBG Fact Sheet (summary of priorities, eligibility criteria, and Citizen Participation schedule);
2. FY 2016-17 CDBG Funding Worksheet;
3. FY 2016-17 HOME Funding Worksheet.

CDBG FACT SHEET & ANNUAL ACTION PLAN TIMELINE*

I. Introduction

This FACT SHEET has been prepared to assist the community to understand the COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) program in El Cajon. Also, this FACT SHEET provides information as to how non-profit organizations may apply for CDBG funds from the City of El Cajon and how those funds must be used to benefit the community.

II. Overview of Program

- A. Per Title I of the Housing and Community Development Act of 1974 (Public Law 93-383), as amended, the City of El Cajon is entitled to receive federal CDBG funds on an annual basis. The purpose of the federal grant program is to assist cities, such as El Cajon, with the development of decent housing, a suitable living environment, and economic opportunities for the benefit of low and moderate-income residents.

B. **All CDBG-funded projects and programs must meet one or more of the following NATIONAL OBJECTIVES:**

- 1) Benefit low/moderate income residents; or
- 2) Meet a community need having a particular urgency because existing conditions pose a serious and immediate threat to the health and/or welfare of the community and no other financial resources are available to meet the need. (A condition will be considered urgent or of recent origin if it developed or became critical within the 18-month period preceding the application); or
- 3) Aid in the prevention or elimination of conditions of slum and blight.

NOTE: All CDBG-funded projects in the City of El Cajon address the national objective to benefit low/moderate income residents.

C. **Additionally, projects must meet at least one or more of the local goals/priorities developed by the City of El Cajon in its FY 2014-2018 Five-Year Consolidated Plan:**

- Goal 1:** Provide Decent and Affordable Housing
Goal 2: Promote Equal Housing Opportunity
Goal 3: Support a Continuum of Care System for the Homeless
Goal 4: Provide Community Facilities and Infrastructure
Goal 5: Provide Community and Supportive Services

The Goals/Priorities are more fully described in the FY 2014-2018 Five-Year Consolidated Plan which is available for review at the Community Development - Housing public counter, located at 200 Civic Center Way, Third Floor, El Cajon, CA 92020 during regular business hours. The FY 2014-2018 Five-Year Consolidated Plan is also available for review any time on the City's website at <http://www.cityofelcajon.us/dept/redev/housing/funding.aspx>.

- D. In addition, proposed projects/programs will be assessed according to the following objectives and outcomes:

PERFORMANCE MEASUREMENT STANDARDS

Outcomes → Objectives ↓	Availability / Accessibility	Affordability	Sustainability
Suitable Living Environment	Enhance suitable living environment through improved/ new accessibility	Enhance suitable living environment through improved/ new affordability	Enhance suitable living environment through improved/ new sustainability
Decent Housing	Create decent housing with improved/ new availability	Create decent housing with improved/ new affordability	Create decent housing with improved/ new sustainability
Economic Opportunity	Provide economic opportunity through improved/ new accessibility	Provide economic opportunity through improved/ new affordability	Provide economic opportunity through improved/ new sustainability

NOTE: City staff will assign the most suitable Outcome/Objective classification.

III. Eligible Activity Categories (24 CFR 570.201)

The following provides a sample of activities that may be eligible for funding under the CDBG program. Please note that each category is subject to very specific guidelines.

- ◆ Acquisition of real property
- ◆ Disposition of real property
- ◆ Public facilities and improvements
- ◆ Infrastructure improvements
- ◆ Public services
- ◆ Housing and fair housing services
- ◆ Construction of improvements related to housing
- ◆ Rehabilitation and preservation activities
- ◆ Homeownership assistance
- ◆ Facilitation of economic development
- ◆ Planning and Program administration

IV. Ineligible Activities (24 CFR 570.207)

The following provides a sample of activities which would **NOT** be eligible for CDBG funding:

- ◆ Buildings, or portions thereof, used for the general conduct of government.
- ◆ General government expenses.
- ◆ Political activities.
- ◆ Purchase of construction equipment.
- ◆ Purchase of equipment, fixtures, motor vehicles, furnishings or other personal property that is not an integral structural fixture (specific exceptions exist—contact program administrator with questions).
- ◆ Income payments to individuals for housing or any other purpose.
- ◆ Services, activities or improvements to facilities which do not serve primarily low income persons and households.

V. Citizen Participation

To encourage public participation in the development of the CDBG program, the City has adopted a Citizen Participation Plan which outlines the procedures to be followed by public officials and private citizens to establish a statement of projects for a given program year. The complete Citizen Participation Plan is available for review at the public counter of the Community Development - Housing, Third Floor, 200 Civic Center Way, El Cajon, CA 92020 and on the City's webpage at <http://www.cityofelcajon.us/your-government/departments/community-development/housing-division/funding-sources>. A summary of the application process for CDBG funds is provided below for organizations and/or private citizens who wish to participate in the City's program.

The application process for CDBG funding begins each year in the fall. A "Notice of Funding Availability" is published in the local newspaper of general circulation for review by the public and a courtesy copy is mailed to all persons and organizations that requested to be placed on the City's mailing list. The Notice will provide information regarding the amount of funds expected to be available, the procedures to follow for submitting proposals to the City with a schedule of applicable activities, and any additional information determined to be necessary by the program coordinator.

ATTACHMENT "1"

In the "Notice of Funding Availability", the City will request applications for proposed projects from community agencies for eligible projects to be funded through the CDBG program. Applicants will be given at least thirty (30) days to submit a proposal or submit program comments/suggestions to the Community Development - Housing, 200 Civic Center Way in El Cajon. Staff will review project submittals and determine whether or not a proposed project meets the stated criteria and is eligible for CDBG funding, and will then forward all eligible projects to the City Council for further consideration at two (2) public hearings.

The City Council will select the projects to be funded through the CDBG program and those projects will be included in the One Year Action Plan that is submitted to the U.S. Department of Housing and Urban Development for additional review and final approval. Once the Action Plan is approved, and all other stated conditions are met, project activities may begin and CDBG funding will be available for disbursement to the agencies who were selected to participate in the program.

For additional information on the CDBG program and/or to obtain an application for funding, contact the City of El Cajon Community Development - Housing at (619) 441-1786.

SAMPLE ANNUAL ACTION PLAN TIMELINE*

(In this Fact Sheet, all dates are approximate and should be viewed as sample dates
for any given funding application/year)

November 5, 2015*	"Notice of Funding Availability" published in the newspaper and notice mailed to interested parties' list.
November 9, 2015*	Applications for CDBG Funding available.
November 9 -December 16, 2015*	Technical Assistance is available upon request. Call the Community Development - Housing at (619) 441-1786 for assistance via telephone or to set an appointment.
December 17, 2015*	Deadline for proposals/applications for CDBG funds to be submitted to Community Development - Housing, 200 Civic Center Way, Third Floor, El Cajon, CA 92020 by 5:30 p.m.
January 28, 2016*	Notify applicants regarding eligibility.
February 4 and 11, 2016*	"Notice of First Public Hearing" to be published in newspaper.
February 23, 2016*	First Public Hearing at 7:00 p.m. to solicit public input and to tentatively allocate FY 2016-17 CDBG and HOME funds.
March 3, 2016	"Notice of 30-day Public Review Period and Second Public Hearing" to be published in newspaper. Notice includes full listing of approved projects, amounts and regulatory citations, and seeks public input. Draft of Action Plan is available at the Community Development - Housing Counter.
April 26, 2016	Second Public Hearing at 3:00 p.m. to solicit public input and final adoption of FY 2016-17 One-Year Action Plan.
April 27, 2016	Begin contract negotiations with selected CDBG subrecipients and initiate environmental reviews. Agreements targeted for execution on or about July 1, 2016.
May 13, 2016	One-Year Action Plan submitted to HUD for approval.
May 19, 2016	"Notice of Submittal of One-Year Action Plan" published in newspaper.
May 14 – June 30, 2016	HUD review period of One-Year Action Plan.
July 1, 2016	Begin Fiscal Year 2016-17. Program activities may not begin until all pre-conditions of the funding are met and agency is notified that it may proceed.

*All dates listed herein are approximate and are subject to change. Persons relying on this Schedule must contact the Community Development - Housing at (619) 441-1786 or ikasviki@cityofelcajon.us to confirm the actual date of each event as the timeframe nears.

FY 2016-17 CDBG APPLICATIONS WORKSHEET

CDBG FUNDS AVAILABLE on 7/1/16:	
FY 2016-17 CDBG Grant Allocation:	\$ 1,239,437
20% (MAX) for ADMIN:	\$ (247,887)
15% (MAX) for PUBLIC SERVICES:	\$ (185,916)
MIN Funds Available for PF/Other projects:	\$ 805,634

City Project No.	Agency	Project/Program	Grant	Type	FUNDED CURRENT YEAR (15-16)	REQUESTED NEXT YEAR (16-17)	STAFF RECOMMENDATIONS	CITY COUNCIL AWARD AMOUNT (2/23/16)
ADMINISTRATION - 20% CAP (\$247,887 maximum)								
CADMIN	City - Housing	CDBG Administration	CDBG	Admin	\$ 216,969	\$ 232,887	\$ 232,887	
C0715	CSA San Diego County	Fair Housing Services	CDBG and HOME	Admin or PS	\$ 15,000	\$ 20,000	\$ 15,000	
sub-total:						\$ 252,887	\$ 247,887	

City Project No.	Agency	Project/Program	Grant	Type	FUNDED CURRENT YEAR (15-16)	REQUESTED NEXT YEAR (16-17)	STAFF RECOMMENDATIONS	CITY COUNCIL AWARD AMOUNT (2/23/16)
PUBLIC FACILITIES/CAPITAL/OTHER - NO CAP								
C0704	City - Housing	Housing Rehabilitation Loan Program	CDBG	Capital	\$100,000	\$ 171,344	\$ 171,344	
NEW	City - Public Works	Neighborhood Park Improvements (adjacent to Ronald Reagan Comm Center)	CDBG	Capital	\$ 0	\$ 350,000	\$ 350,000	
C0916	City - Public Works	ADA Pedestrian Curb Ramps & Sidewalks	CDBG	Capital	\$ 25,000	\$ 200,000	\$ 200,000	
C0732	Home of Guiding Hands	Facility Improvements at 1401 Lemon Ave	CDBG	Capital	\$ 37,000	\$ 38,230	\$ 38,230	
NEW	Habitat for Humanity	Neighborhood Revitalization (Housing rehab)	CDBG	Capital	\$ 0	\$ 48,000	\$ 48,000	
sub-total:						\$ 807,574	\$ 807,574	\$ -

FY 2016-17 CDBG APPLICATIONS WORKSHEET

ATTACHMENT "2"

City Project No.	Agency	Project/Program	Grant	Type	FUNDED CURRENT YEAR (15-16)	REQUESTED NEXT YEAR (16-17)	STAFF RECOMMENDATIONS	CITY COUNCIL AWARD AMOUNT (2/23/16)
PUBLIC SERVICES - 15% CAP (\$185,916 maximum)								
C0911	City - Police Services	Community Policing (CFMH Program)	CDBG	Pub Svc	\$ 53,976	\$ 53,976	\$ 53,976	
C0713	ECTLC	Emergency Shelter Program for Homeless	CDBG	Pub Svc	\$ 75,000	\$ 100,000	\$ 100,000	
C0730	Angel's Depot	Emergency Food Distribution for Seniors	CDBG	Pub Svc	\$ 20,000	\$ 20,000	\$ 20,000	
C0712	Meals on Wheels Greater San Diego	Food Delivery Program for Seniors	CDBG	Pub Svc	\$ 10,000	\$ 15,000	\$ 10,000	
C0740	ElderHelp of San Diego	Concierge Club/HomeShare for Seniors	CDBG	Pub Svc	\$ 15,000	\$ 15,000	\$ 0	
NEW	The Salvation Army	Social Services Program - Food and Rent Asst	CDBG	Pub Svc	\$ 0	\$ 32,000	\$ 0	
NEW	Mama's Kitchen	Food Delivery Program for HIV/Cancer-afflicted	CDBG	Pub Svc	\$ 0	\$ 15,000	\$ 0	
					subtotal:	\$ 250,976	\$ 183,976	

FY 2015-16 HOME WORKSHEET

HOME FUNDS AVAILABLE on 7/1/16:	
FY 2016-17 HOME Grant Allocation:	\$ 444,080
MAX 10% Reserved for Admin:	\$ (44,408)
MIN 15% Required for CHDO Set-Aside:	\$ (66,612)
MIN HOME available for projects:	\$ 333,060

City Project No.	Agency	Project/Program	Grant	Type	FUNDED CURRENT YEAR (15-16)	REQUESTED NEXT YEAR (16-17)	STAFF RECOMMENDATIONS	CITY COUNCIL AWARD AMOUNT (2/23/16)
ADMINISTRATION - 10% CAP (\$44,408 maximum)								
HADMIN	City - Housing	HOME Administration	HOME	Admin	\$ 35,486	\$ 39,408	\$ 39,408	
H0715	CSA San Diego County	Fair Housing Services	HOME	Admin	\$ 5,000	\$ 5,000	\$ 5,000	
sub-total:						\$ 44,408	\$ 44,408	

REQUIRED CHDO RESERVE - 15% MINIMUM (\$66,612 minimum)								
NEW	TBD	CHDO Set Aside Funds	HOME	CHDO Set-aside	\$ 60,730	\$ 66,612	\$ 66,612	
sub-total:						\$ 66,612	\$ 66,612	

ENTITLEMENT PROGRAMS - NO CAP								
H0719	City - Housing Division	First-Time Homebuyer*	HOME	Entitlement	\$ -	\$ -	\$ -	
H0722	City - Housing Division	Single-Family Rehabilitation Program*	HOME	Entitlement	\$ -	\$ -	\$ -	
H0721	City - Housing Division	Mobilehome Rehabilitation/Replacement Program*	HOME	Entitlement	\$ -	\$ -	\$ -	
H0720	City - Housing Division	Housing Programs Pool of Funds*	HOME	Entitlement	\$ 303,648	\$ 333,060	\$ 333,060	
sub-total:						\$ 333,060	\$ 333,060	

*The City Manager is authorized to move funds between the Housing Programs Pool of Funds (H0720) and the authorized HOME Entitlement programs above (H0719, H0722, H0721) on an as-needed basis based on market conditions and demand.

FY 2016-17 Grand Totals:	\$ 444,080	\$ 444,080	
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