



City Council

Mayor John W. Minto

Vice Mayor Ronn Hall - District 2

Councilmember Rob McNelis - District 1

Councilmember Laura Koval - District 3

Councilmember Dustin Trotter - District 4

CITY OF SANTEE

REGULAR MEETING AGENDA

Santee City Council

City Manager | Wendy Kaserman

City Attorney | Shawn D. Hagerty

City Clerk | James Jeffries

MEETING INFORMATION

Wednesday, January 28, 2026

6:30 p.m.

Council Chamber | Building 2
10601 Magnolia Ave • Santee, CA 92071

TO WATCH LIVE:

AT&T U-verse channel 99 (SD Market) | Cox channel 117 (SD County)
www.cityofsanteeca.gov

IN-PERSON ATTENDANCE

Members of the public who wish to view the Council Meeting live may watch the live taping in the Council Chamber on the meeting date and time listed above.

LIVE PUBLIC COMMENT

Members of the public who wish to comment on matters on the City Council agenda or during Non-Agenda Public Comment may appear in person and submit a speaker slip before the item is called. Your name will be called when it is time to speak.

PLEASE NOTE: Public Comment will be limited to 3 minutes and speaker slips will only be accepted until the item is called. The timer will start when the participant begins speaking.



The City Council also sits as the Community Development Commission Successor Agency and the Santee Public Finance Authority. Any actions taken by these agencies are separate from the actions taken by City Council. For questions regarding this Agenda, please contact the City Clerk's Office at (619) 258-4100 x114.

ROLL CALL: Mayor John W. Minto
Vice Mayor Ronn Hall – District 2
Councilmember Rob McNelis – District 1
Councilmember Laura Koval – District 3
Councilmember Dustin Trotter – District 4

LEGISLATIVE INVOCATION: Santee United Methodist Church – Jaime Pangman

PLEDGE OF ALLEGIANCE

CONSENT CALENDAR:

PLEASE NOTE: Consent Calendar items are considered routine and will be approved by one motion with no separate discussion. The public, staff or Council Members may request specific items be removed from the Consent Calendar for separate discussion or action. Speaker slips for this category must be submitted to the City Clerk at the start of the meeting. Speakers are limited to 3 minutes.

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full of Ordinances and Resolutions on the Agenda. (City Clerk – Jeffries)**
- (2) **Approval of Meeting Minutes of the Santee City Council for the Regular Meeting of January 14, 2026. (City Clerk – Jeffries)**
- (3) **Approval of Payment of Demands as Presented. (Finance – Jennings)**
- (4) **Approval of the Expenditure of \$111,131.53 for December 2025 Legal Services. (Finance – Jennings)**
- (5) **Acceptance of a Donation of One Sauna and One Cold Plunge from Dialed Labs. (Fire – Wallace)**
- (6) **Adoption of a Resolution Accepting the Citywide Concrete Repair & Replacement Program 2025 (CIP 2024-06) Project as Complete and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Engineering – Schmitz)**
- (7) **Adoption of Resolution Accepting the Fire Station No. 4, 2nd Story Roof Replacement (CIP 2026-32) Project as Complete and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Engineering/Fire – Schmitz/Wallace)**
- (8) **Adoption of Resolution Awarding the Construction Contract to T&M Electric Inc. DBA Perry Electric for the Citywide Fiber Communications Upgrade Project (CIP 2022-55). (Engineering – Schmitz)**



- (9) Adoption of a Resolution Approving a Professional Services Agreement with Sharp Rees-Stealy Medical Group, for Occupational Health Services. (Human Resources – Freeman)
- (10) 2025 Holiday Closure Recap. (City Manager – Kaserman)

NON-AGENDA PUBLIC COMMENT (15 minutes):

Persons wishing to address the City Council regarding items not on the posted agenda may do so at this time. In accordance with State law, Council may not take action on an item not scheduled on the Agenda. If appropriate, the item will be referred to the City Manager or placed on a future agenda. This first Non-Agenda Public Comment period is limited to a total of 15 minutes. Additional Non-Agenda Public Comment will be heard prior to Council Reports.

PUBLIC HEARING:

- (11) Public Hearing for a Major Revision (MJR-2025-001) to Development Review Permit (DR-2023-0002) to Construct Two Industrial Buildings Located at 10990 N. Woodside Avenue in the Light Industrial (IL) Zone and Consider the Addendum to Final Environmental Impact Report (ENV-2024-0003) and Determine that no Further Environmental Review is Needed (Applicant: North Palisade Opco, LLC). (Planning and Building – Sawa)

Recommendation:

1. Conduct and close the Public Hearing; and
2. Consider the Addendum to the previously certified Environmental Impact Report, prepared pursuant to CEQA Guidelines Section 15164, and determine that no further environmental review is required; and
3. Approve the Major Revision (MJR-2025-001) to Development Review Permit DR-2023-0002 per the Resolution.

- (12) Public Hearing for a Conditional Use Permit (CUP-2024-0005) for a Drive-Through Oil Change Service Shop on a 0.26-Acre Vacant Lot at 10463 Mission Gorge Road (APN 384-091-51-00) in the General Commercial (GC) Zone and Finding the Project Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Guidelines Section 15303 (Applicant: Valvoline Instant Oil Change). (Planning and Building – Sawa)

Recommendation:

1. Conduct and close the Public Hearing; and
2. Find CUP-2024-0005 exempt from the provisions of CEQA pursuant to Section 15303 of the CEQA Guidelines and authorize the filing of a Notice of Exemption; and
3. Adopt the Resolution approving CUP-2024-0005.



(13) Public Hearing and Resolution Vacating Excess Right-of-Way Along Park Center Drive (VAC-2025-0001); Making Findings Pursuant to Government Code Section 37350; Authorizing the City Manager to Execute a Quitclaim Deed to Transfer the Property to the Adjacent Landowner; and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”)
Location: 701 Park Center Drive, APN: 381-032-29. (Engineering – Schmitz)

Recommendation:

Adopt the Resolution.

CONTINUED BUSINESS:

(14) Resolution Authorizing the Appropriation of Initial Funds from the General Fund Reserve to Support the Start of Planning & Program Rollout for America’s 250th Anniversary Celebration. (Community Services – Chavez)

Recommendation:

Adopt the Resolution authorizing the appropriation of \$35,000 in initial funds for America’s 250th anniversary celebration to the Fiscal Year 2025-26 City Manager’s Operating Budget.

NEW BUSINESS:

(15) Pavement Management Report 2026 and Pavement Maintenance Workshop FY 2026-27 and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Engineering – Schmitz)

Recommendation:

1. Accept the Pavement Management Report 2026; and
2. Approve Residential Zones BN, AG and AB to be resurfaced with current FY 2026-27 funding as recommended in the 2026 Pavement Management Report; and
3. Provide direction to staff for both the upcoming mid-year budget process, as well as the FY 2026-27 annual budget process regarding the City Council’s preference to plan for funding to achieve an overall PCI of 70 or 75; and
4. Provide direction on additional streets to be resurfaced with any future General Fund appropriations.

(16) Appointment of Boards, Commissions and Committees Representatives for Council and Citizen Committees and Approval of the Local Appointment List for 2026. (Mayor – Minto)

Recommendation:

Take action on the Mayor’s recommendation to the City’s Boards, Commissions and Committees appointments and approve the Local Appointment List for 2026.



NON-AGENDA PUBLIC COMMENT (Continued):

All public comment not presented within the first Non-Agenda Public Comment period above will be heard at this time.

CITY COUNCIL REPORTS:**CITY MANAGER REPORTS:****CITY ATTORNEY REPORTS:****CLOSED SESSION:****(17) Conference with Real Property Negotiators**

(Gov. Code § 54956.8)

Property: Parcel 4 of Parcel Map 18857 (Hotel Site) and Parcel 3 of Parcel Map 201777 (Theater Site), located to the south and north, respectively, of Town Center Parkway between Cuyamaca Street and Riverview Parkway in Santee California.

City Negotiator: City Manager.

Negotiating Parties: Santee Hotel LP.

Under Negotiation: Price and terms of payment.

ADJOURNMENT:

**UPCOMING BOARDS, COMMISSIONS & COMMITTEES
FEBRUARY AND MARCH 2026 MEETINGS**

Feb. 04	Santee Park and Recreation Committee	Council Chamber
Feb. 09	Community Oriented Policing Committee	Council Chamber
Feb. 11	Council Meeting	Council Chamber
Feb. 25	Council Meeting	Council Chamber
Mar. 04	Santee Park and Recreation Committee	Council Chamber
Mar. 09	Community Oriented Policing Committee	Council Chamber
Mar. 11	Council Meeting	Council Chamber
Mar. 25	Council Meeting	Council Chamber

The Santee City Council welcomes you and encourages your continued interest and involvement in the City's decision-making process.

For your convenience, a complete Agenda Packet is available for public review at City Hall and on the City's website at www.CityofSanteeCA.gov.

The City of Santee complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 12132 of the American with Disabilities Act of 1990 (42 USC § 12132). Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City Clerk's Office at (619) 258-4100, ext. 114 at least 48 hours before the meeting, if possible.





COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 1

MEETING DATE January 28, 2026

ITEM TITLE APPROVAL OF READING BY TITLE ONLY AND WAIVER OF READING IN FULL OF ORDINANCES AND RESOLUTIONS ON THE AGENDA

DIRECTOR/DEPARTMENT James Jeffries, City Clerk

SUMMARY

This Item asks the City Council to waive the reading in full of all Ordinances on the Agenda (if any) and approve their reading by title only. The purpose of this Item is to help streamline the City Council meeting process, to avoid unnecessary delay and to allow more time for substantive discussion of Items on the agenda.

State law requires that all Ordinances be read in full either at the time of introduction or at the time of passage, unless a motion waiving further reading is adopted by a majority of the City Council. (Gov. Code, § 36934). This means that each word in each Ordinance would have to be read aloud unless such reading is waived. Such reading could substantially delay the meeting and limit the time available for discussion of substantive Items. Adoption of this waiver streamlines the procedure for adopting the Ordinances on tonight's Agenda (if any), because it allows the City Council to approve Ordinances by reading aloud only the title of the Ordinance instead of reading aloud every word of the Ordinance.

The procedures for adopting Resolutions are not as strict as the procedures for adopting Ordinances. For example, Resolutions do not require two readings for passage, need not be read in full or even by title, are effective immediately unless otherwise specified, do not need to be in any particular format unless expressly required, and, with the exception of fixing tax rates or revenue amounts, do not require publication. However, like Ordinances, all Resolutions require a recorded majority vote of the total membership of the City Council. (Gov. Code § 36936).

FINANCIAL STATEMENT

N/A

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION

It is recommended that the Council waive the reading of all Ordinances and Resolutions in their entirety and read by title only.

ATTACHMENT

None.





COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 2

MEETING DATE January 28, 2026

ITEM TITLE APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL FOR THE REGULAR MEETING OF JANUARY 14, 2026

DIRECTOR/DEPARTMENT James Jeffries, City Clerk

SUMMARY

Submitted for your consideration and approval are the minutes of the above meeting.

FINANCIAL STATEMENT

N/A

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION

Approve Minutes as presented.

ATTACHMENTS

January 14, 2026, Regular Meeting Minutes



DRAFT

Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
January 14, 2026

This Regular Meeting of the Santee City Council was called to order by Mayor John W. Minto at 6:30 p.m.

ROLL CALL: Present: Mayor John W. Minto, Vice Mayor Rob McNelis, and Councilmembers Ronn Hall, Laura Koval, and Dustin Trotter

Officers present: City Manager Wendy Kaserman, City Attorney Shawn Hagerty, and City Clerk James Jeffries

INVOCATION was given by Eric King, Lakeside Christian Church

PLEDGE OF ALLEGIANCE was led by Bill Crane, Senior Management Analyst.

PRESENTATION: Republic Services Update Regarding the Sycamore Landfill

Jesus Torres, Republic Services, provided a PowerPoint presentation and responded to Council questions.

CONSENT CALENDAR:

- (1) Approval of Reading by Title Only and Waiver of Reading in Full of Ordinances and Resolutions on the Agenda. (City Clerk – Jeffries)
- (2) Approval of Meeting Minutes of the Santee City Council for the Regular Meeting of December 10, 2025. (City Clerk – Jeffries)
- (3) Approval of Payment of Demands as Presented. (Finance – Jennings)
- (4) Adoption of a Resolution of the Community Development Commission Successor Agency Approving the Recognized Obligation Payment Schedule for the Period from July 1, 2026, to June 30, 2027 (“ROPS 26-27”). (Finance – Jennings) (CDC Successor Agency Agenda Item) (**Reso 001-2026 CDCSA**)
- (5) Adoption of a Resolution Approving a Professional Services Agreement with Spicer Consulting Group, LLC for Assessment Engineering and Community Facilities District Administration Services. (Finance – Jennings) (**Reso 001-2026**)

- (6) Second Reading and Adoption of an Ordinance Amending Title 13, Chapter 10, Section 045 of the Santee Municipal Code Relating to Accessory Dwelling Units and Junior Accessory Dwelling Units to Comply with Recent Changes in State Law, and Finding the Actions to be Statutorily Exempt from CEQA Under Public Resources Code § 21080.17. (City Clerk – Jeffries) **(Ord 631)**
- (7) Adoption of a Resolution Amending Resolution No. 134-2025, Regarding the City's Intention to Vacate Excess Right-of-Way (VAC-2025-0001), Solely to Revise the Date for the Public Hearing and Clarify the Property's APN (Location: 701 Park Center Drive, Portion of APN 381-032-29). (Engineering – Schmitz) **(Reso 002-2026)**
- (8) Adoption of a Resolution Proclaiming the Termination of the Existence of a Local Emergency Relating to Extreme Fire Risk in the San Diego River Corridor and the Completion of the Defensible Space Maintenance to Mitigate Fire Risk; and Finding Such Action is Exempt from Environmental Review Under the California Environmental Quality Act (CEQA) Pursuant to CEQA Guidelines Section 15269(c). (City Manager – Kaserman) **(Reso 003-2026)**
- (9) Adoption of a Resolution Authorizing the City Manager to Execute Two Services Agreements with the East County Transitional Living Center (ECTLC) and San Diego Habitat for Humanity for Permanent Local Housing Allocation (PLHA) Grant-Funded Homeless Outreach and Accessibility Modifications for Lower-Income Property Owners. (City Manager – Kaserman) **(Reso 004-2026)**

Action: Councilmember McNelis moved approval of the Consent Calendar.

Vice Mayor Hall seconded the motion, which carried by the following vote: Mayor Minto: Aye; Vice Mayor Hall: Aye; and Councilmembers Koval: Aye; McNelis: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

NON-AGENDA PUBLIC COMMENT (15 minutes):

- (A) Purita A. Javier spoke about concerns related to health impacts certain types of businesses can have on neighbors.
- (B) Cesar B. Javier shared lessons he has learned about health impacts related to pollution of manufacturing businesses.
- (C) Jackie Urgeleit spoke about the historical barn property and expressed her desire for the trees on the property to be preserved in future developments.
- (D) Carl Costantino spoke about vegetation mitigation in the riverbed and requested staff provide information regarding the FEMA Hazard Mitigation Grant on the City's website.

CONTINUED BUSINESS:

(10) **Feasibility Study for the Construction of a Fourth Fire Station in Northeast Santee – Staff Update on Progress and Site, Staffing, and Equipment Procurement Recommendation. (Fire – Wallace)**

Harley Wallace, Fire Chief, provided a PowerPoint presentation and responded to Council questions.

Following discussion, Council provided feedback and direction to staff.

NEW BUSINESS:

(11) **Consideration of a Resolution Cancelling a Regular Meeting in the Summer Months of July or August 2026, and Rescheduling the November 11, 2026, Regular Meeting. (City Clerk – Jeffries) (Reso 005-2026)**

James Jeffries, City Clerk, provided a PowerPoint presentation and responded to Council questions.

Motion: Councilmember McNelis moved to cancel the July 22, 2026, City Council meeting. Councilmember Koval seconded the motion.

Amended Motion: Vice Mayor Hall requested the motion be amended to include rescheduling the November 11, 2026, City Council meeting to November 18, 2026.

Councilmembers McNelis and Koval accepted the amended motion, which carried by the following vote: Mayor Minto: Aye; Vice Mayor Hall: Aye; and Councilmembers Koval: Aye; McNelis: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

NON-AGENDA PUBLIC COMMENT (Continued):

None.

CITY COUNCIL REPORTS:

Vice Mayor Hall provided an update on community events he attended and spoke about a ride-a-long he did with the Sheriff Department.

Councilmember Koval provided an update on the Air Pollution Control District and recent legislation that affects it; she also invited the community to check out her flag initiative in relation to America's 250th birthday

Councilmember Trotter wished everyone a Happy New Year.

Councilmember McNelis spoke on the Heartland Fire Training Authority's new training structure; he reported on a joint meeting with the Santee School board he attended; and he also talked about a youth group meeting at a local restaurant in Santee.

Mayor Minto spoke about various Senate Bills passed by the California legislature and currently proposed bills.

CITY MANAGER REPORTS:

Wendy Kaserman, City Manager, reported that a recent article in the San Diego Union Tribune has been updated with corrected information.

CITY ATTORNEY REPORTS:

None.

CLOSED SESSION:

None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:51 p.m.

Date Approved:

James Jeffries, City Clerk



COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 3

MEETING DATE January 28, 2026

ITEM TITLE

APPROVAL OF PAYMENT OF DEMANDS

DIRECTOR/DEPARTMENT Heather Jennings, Finance 

SUMMARY

A listing of checks that have been disbursed since the last Council meeting is submitted herewith for approval by the City Council.

FINANCIAL STATEMENT

Adequate budgeted funds are available for the Payment of Demands per the attached listing.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION 

Approve the Payment of Demands as presented.

ATTACHMENT

- 1) Summary of Payments Issued
- 2) Voucher Lists



Payment of Demands
Summary of Payments Issued

<u>Date</u>	<u>Description</u>	<u>Amount</u>
01/07/26	Accounts Payable	\$ 143,947.63
01/08/26	Accounts Payable	537,911.61
01/08/26	Accounts Payable	303,792.98
01/09/26	Accounts Payable	54,488.90
01/13/26	Accounts Payable	167,952.34
01/14/26	Accounts Payable	<hr/> 351,070.04
<hr/> TOTAL		<hr/> \$ 1,559,163.50

I hereby certify to the best of my knowledge and belief that the foregoing demands listing is correct, just, conforms to the approved budget, and funds are available to pay said demands.

Heather Jennings

Heather Jennings, Director of Finance

vchlist
01/12/2026 1:56:39PM

Voucher List
CITY OF SANTEE

Page 1

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
71120	1/7/2026	10956 FRANCHISE TAX BOARD	Jan Retiree 26 PPE 12/31/25		CA STATE TAX WITHHELD CA STATE TAX WITHHELD	46.00 36,110.75
						Total : 36,156.75
71127	1/7/2026	10955 DEPARTMENT OF THE TREASURY	Jan Retiree 26 PPE 12/31/25		FEDERAL WITHHOLDING TAX FEDERAL WITHHOLDING TAX	211.00 107,579.88
						Total : 107,790.88
2 Vouchers for bank code : ubgen						Bank total : 143,947.63
2 Vouchers in this report						Total vouchers : 143,947.63

Prepared by: J. Nuck
Date: 1-13-26

Approved by: E-Bull
Date: 1-13-26

Page 1

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141413	1/8/2026	15799 A PREMAN ROOFING INC	CIP 2026-32 PP 1 CIP2026-32 1R	55520	FIRE STATION NO. 4 - 2ND STORY I RETENTION CIP2026-32	27,000.00 -1,350.00 Total : 25,650.00
141414	1/8/2026	13456 AGRICULTURAL PEST CONTROL	834581	55352	PEST CONTROL SERVICES	165.00 Total : 165.00
141415	1/8/2026	15380 ANDERSON, MARK	2511		INSTRUCTOR PAYMENT	48.00 Total : 48.00
141416	1/8/2026	10262 AUSTIN, ROY	01052026		RETIREE HEALTH INSURANCE	1,720.85 Total : 1,720.85
141417	1/8/2026	13292 BORDER RECAPPING LLC	25-0324276-008	55318	TIRES	1,018.20 Total : 1,018.20
141418	1/8/2026	15751 CANON FINANCIAL SERVICES INC	42334001	55496	PLOTTER MAINTENANCE & USAGE	708.17 Total : 708.17
141419	1/8/2026	12328 CINTAS CORP. #2	5308391201	55478	FIRST-AID KIT SERVICE	392.18 Total : 392.18
141420	1/8/2026	10050 CITY OF EL CAJON	3141		JPA MEMBER FEES - FY26 Q3	121,270.00 Total : 121,270.00
141421	1/8/2026	10333 COX COMMUNICATIONS	141609201; DEC25 141609501; DEC25		APT IT-FS4 8950 COTTONWOOD A\\ APT IT-OPS 9534 VIA ZAPADOR	207.39 207.39 Total : 414.78
141422	1/8/2026	10333 COX COMMUNICATIONS	063453006; DEC25 112256001; DEC25		9534 VIA ZAPADOR 9130 CARLTON OAKS DR	98.22 97.15 Total : 195.37
141423	1/8/2026	15882 CYBERGRADE TECHNOLOGIES	70416.1	55564	CLOUD-BASED BACKUP SERVICE	4,946.84 Total : 4,946.84
141424	1/8/2026	13582 DOWNSTREAM SERVICES INC	CIP2025-20 RR		RETENTION RELEASE CIP2025-20	15,814.52

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141424	1/8/2026	13582	13582 DOWNSTREAM SERVICES INC	(Continued)		Total : 15,814.52
141425	1/8/2026	10251 FEDERAL EXPRESS	9-118-58819		FEDEX SHIPPING CHARGES	6.31
					Total :	6.31
141426	1/8/2026	15467 GOHRES, BRITTANY	12072025BG		EMPLOYEE REIMBURSEMENT	268.26
					Total :	268.26
141427	1/8/2026	15879 GREAT WESTERN INSTALLATIONS	116796-01-1		TODDLER FULL BUCKET RUBBER :	312.26
					Total :	312.26
141428	1/8/2026	10490 HARRIS & ASSOCIATES INC	70394	55560	HA-10 PROFESSIONAL SUPPORT F	4,590.00
					Total :	4,590.00
141429	1/8/2026	10272 JENKINS, CARROLL	01052026-B		RETIREE HEALTH INSURANCE	3,425.70
					Total :	3,425.70
141430	1/8/2026	15703 JOHNSON, SUSAN	01052026-C		RETIREE HEALTH INSURANCE	555.00
					Total :	555.00
141431	1/8/2026	13558 KIFER HYDRAULICS CO, INC	87504	55295	VEHICLE REPAIR PART	48.71
					Total :	48.71
141432	1/8/2026	14285 LEDERER, RICHARD	12126		SENIOR PROGRAMMING - ENTERT	100.00
					Total :	100.00
141433	1/8/2026	15342 NAPA AUTO PARTS	970647	55345	VEHICLE SUPPLIES	155.69
					Total :	155.69
141434	1/8/2026	10308 O'REILLY AUTO PARTS	2968-328859	55364	VEHICLE REPAIR PARTS	177.78
			2968-328862	55364	VEHICLE REPAIR PARTS	13.73
					Total :	191.51
141435	1/8/2026	10932 PERRY ELECTRIC	1685-RET		CIP2024-12 RETENTION RELEASE	33,130.32
					Total :	33,130.32
141436	1/8/2026	13669 PORTILLO CONCRETE, INC	CIP2024-04 RR		RETENTION RELEASE CIP2024-04	21,287.50
					Total :	21,287.50

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141437	1/8/2026	12828 RICK ENGINEERING COMPANY	0112290	55436	AS-NEEDED ENGINEERING SVCS - Total :	280.00 280.00
141438	1/8/2026	13666 RINGCENTRAL INC	CD_001300604		62758185006; DEC25 Total :	2,818.31 2,818.31
141439	1/8/2026	14539 ROGERS ANDERSON MALODY & SCOTT	79296	55369	FY 25/26 AUDIT SERVICES Total :	11,000.00 11,000.00
141440	1/8/2026	10407 SAN DIEGO GAS & ELECTRIC	04229703218; DEC25 22373580042; DEC25 34223805628; DEC25 43940205509; DEC25 79900685777; DEC25 85097421694; DEC25		STREET LIGHTS TRAFFIC SIGNALS ROW / MEDIAN (GAS) LMD BALLFIELDS; FACILITIES; PARKS CITY HALL GROUP BILL Total :	48,299.56 7,724.82 280.01 992.61 19,892.68 9,193.00 86,382.68
141441	1/8/2026	10768 SANTEE SCHOOL DISTRICT	9896	55370	JOINT USE FIELDS - RIO SECO Total :	449.93 449.93
141442	1/8/2026	10768 SANTEE SCHOOL DISTRICT	9895	55409	TEEN CENTER TRANSPORTATION Total :	282.30 282.30
141443	1/8/2026	15335 SAWA, SANDI	12072025SS		EMPLOYEE REIMBURSEMENT Total :	239.84 239.84
141444	1/8/2026	13171 SC COMMERCIAL, LLC	IN-0000216994	55576	BULK FUEL PURCHASES Total :	390.33 390.33
141445	1/8/2026	10110 SECTRAN SECURITY INC	25120635	55348	FY 25/26 ARMORED CAR TRANSPC Total :	180.24 180.24
141446	1/8/2026	12223 SITEONE LANDSCAPE SUPPLY LLC	160326762-001	55389	IRRIGATION PARTS Total :	329.04 329.04
141447	1/8/2026	10217 STAPLES ADVANTAGE	6050215823 6050290178 6050370528	55350 55412 55349	OFFICE SUPPLIES - P&B, E OFFICE SUPPLIES FY 25/26 OFFICE SUPPLIES - FINAN	113.57 82.89 6.96

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141447	1/8/2026	10217 STAPLES ADVANTAGE	(Continued) 6050719060	55349	FY 25/26 OFFICE SUPPLIES - FINAN	48.58
					Total :	252.00
141448	1/8/2026	10838 STATE OF CA DEPT OF INDUST REL	OSIP 73465		WORK COMP ASSESSMENT	12,193.32
					Total :	12,193.32
141449	1/8/2026	11587 STRYKER SALES CORPORATION	9211068973	55327	EMS SUPPLIES	410.34
					Total :	410.34
141450	1/8/2026	10572 SUNBELT RENTALS INC	175192406-0004	55545	STATION 20 EQUIPMENT	3,065.39
					Total :	3,065.39
141451	1/8/2026	10250 THE EAST COUNTY	00159279		PUBLICATION OF ORDS 628-629	199.50
					Total :	199.50
141452	1/8/2026	15091 T-MOBILE USA INC	993045165; DEC25		CITY HALL	2,044.00
					Total :	2,044.00
141453	1/8/2026	10257 TYLER TECHNOLOGIES INC	045-546878	55582	ENERGOV ANNUAL SUBSCRIPTION	180,249.00
					Total :	180,249.00
141454	1/8/2026	11877 WAXIE SANITARY SUPPLY	83691838	55474	FACILITIES MAINTENANCE SUPPLI	730.22
					Total :	730.22
42 Vouchers for bank code : ubgen						Bank total : 537,911.61
42 Vouchers in this report						Total vouchers : 537,911.61

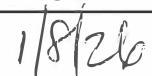
Prepared by:

Date:



Approved by:

Date:



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Voucher List
CITY OF SANTEE

Page 6

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141455	1/8/2026	10334 CHLIC	3655429		MEDICAL AND DENTAL INSURANCE	295,657.57
					Total :	295,657.57
141456	1/8/2026	14793 CONTROLLING INS COST IN CA, SCHOOL 2026-1			EMPLOYEE ASSISTANCE PROGRAM	509.04
					Total :	509.04
141457	1/8/2026	10844 FRANCHISE TAX BOARD	PPE 12/31/25		WITHHOLDING ORDER	241.25
					Total :	241.25
141458	1/8/2026	10785 RELIANCE STANDARD LIFE	January 2026		VOLUNTARY LIFE INSURANCE	313.69
					Total :	313.69
141459	1/8/2026	10424 SANTEE FIREFIGHTERS	PPE 12/31/25		BATT CHIEF-STATION EXPENSE	5,019.59
					Total :	5,019.59
141460	1/8/2026	10776 STATE OF CALIFORNIA	PPE 12/31/25		WITHHOLDING ORDER	449.53
					Total :	449.53
141461	1/8/2026	10776 STATE OF CALIFORNIA	PPE 12/31/25		WITHHOLDING ORDER	260.30
					Total :	260.30
141462	1/8/2026	10001 US BANK	PPE 12/31/25		PARS RETIREMENT	700.48
					Total :	700.48
141463	1/8/2026	14600 WASHINGTON STATE SUPPORT	PPE 12/31/25		WITHHOLDING ORDER	641.53
					Total :	641.53

9 Vouchers for bank code : ubgen Bank total : 303,792.98

9 Vouchers in this report Total vouchers : 303,792.98

Prepared by: J. W. M.
Date: 1-8-20

Approved by: E. B. R.
Date: 1-8-20

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01/12/2026 2:03:30PM

Voucher List
CITY OF SANTEE

Page 7

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
6547555	1/9/2026	14704 457 MISSIONSQUARE	PPE 12/31/25		ICMA - 457	49,200.27
					Total :	49,200.27
6744104	1/9/2026	14705 RHS MISSIONSQUARE	PPE 12/31/25		RETIREE HSA	5,288.63
					Total :	5,288.63
2	Vouchers for bank code : ubgen				Bank total :	54,488.90
2	Vouchers in this report				Total vouchers :	54,488.90

Prepared by: J. Murch
Date: 1-12-26

Approved by: E. Bell
Date: 1-12-26

Page 7

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01/13/2026 11:22:37AM

Voucher List
CITY OF SANTEE

Page 8

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1263	1/13/2026	10353 PERS	01 26 3		RETIREMENT PAYMENT/REPLAC B	167,952.34
					Total :	167,952.34
1	Vouchers for bank code :	ubgen			Bank total :	167,952.34
1	Vouchers in this report				Total vouchers :	167,952.34

Prepared by: J. Burch
Date: 1-13-26

Approved by: E. Burch
Date: 1-13-26

Page 8

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141464	1/14/2026	10293 AUTO ZONE INC	03347392904 03347418517	55317 55317	VEHICLE SUPPLIES STATION SUPPLIES	250.63 15.83 Total : 266.46
141465	1/14/2026	12951 BERRY, BONNIE	January 1, 2026		RETIREE HEALTH PAYMENT	91.00 Total : 91.00
141466	1/14/2026	10020 BEST BEST & KRIEGER LLP	LEGAL DEC 2025		LEGAL SVCS DEC 2025	111,131.53 Total : 111,131.53
141467	1/14/2026	10022 BRAUN NORTHWEST INC	7357813	55285	VEHICLE REPAIR PARTS	183.08 Total : 183.08
141468	1/14/2026	15741 CA GOVERNOR'S OFFICE OF	25-0066 25-0068	55488 55488	FY22 UASI GRANT - EMERGENCY M FY22 UASI GRANT - EMERGENCY M	18,934.58 14,402.30 Total : 33,336.88
141469	1/14/2026	10031 CDW GOVERNMENT LLC	AH3V24S	55574	COMMUNICATION EQUIPMENT	1,611.09 Total : 1,611.09
141470	1/14/2026	15891 CHARGEPOINT INC	IN312054	55578	CHARGEPOINT RENEWAL SERVICE	1,370.00 Total : 1,370.00
141471	1/14/2026	10234 COUNTY OF SAN DIEGO	024621982-RI-2025	55383	GENERATOR AIR POLLUTION CON	723.00 Total : 723.00
141472	1/14/2026	10333 COX COMMUNICATIONS	038997401; DEC25 094486701; JAN26		9951 RIVERWALK DR CITY HALL GROUP BILL	57.00 3,452.94 Total : 3,509.94
141473	1/14/2026	10803 DETROIT INDUSTRIAL TOOL	1025764		EQUIPMENT SUPPLIES	499.44 Total : 499.44
141474	1/14/2026	12970 DUDEK	202510511	55444	SD RIVER FIRE HAZ MIT PLAN	90,214.22 Total : 90,214.22
141475	1/14/2026	14926 EAGLES POINT SECURITY INC	30545	55419	SECURITY	161.25

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141475	1/14/2026	14926 14926 EAGLES POINT SECURITY INC	(Continued)			Total : 161.25
141476	1/14/2026	14446 ENTERPRISE FM TRUST	282938A-010626 FOT0191676	55339	VEHICLE LEASING PROGRAM FLEET MAINTENANCE SERVICES	18,025.57 1,102.41 Total : 19,127.98
141477	1/14/2026	15166 GEHA	ACID 23197		REFUND - AMBULANCE BILLING	1,999.33 Total : 1,999.33
141478	1/14/2026	15015 KAISER	ACID 12309 ACID 16917		REFUND - AMBULANCE BILLING REFUND- AMBULANCE BILLING~	1,305.00 1,365.00 Total : 2,670.00
141479	1/14/2026	10204 LIFE ASSIST INC	2035340 2035436	55324 55324	EMS SUPPLIES EMS SUPPLIES	2,508.19 8,751.68 Total : 11,259.87
141480	1/14/2026	15225 LONG, CHERYL L	January 1, 2026		RETIREE HEALTH PAYMENTS	91.00 Total : 91.00
141481	1/14/2026	10154 MCDOUGAL BOEHMER FOLEY LYON	114820		SLEMSA LEGAL SERVICES NOVEM	1,695.00 Total : 1,695.00
141482	1/14/2026	10507 GREAT AMERICA FINANCIAL SVCS	40905943; JAN26		MITEL MXE III CONTROLLER SATA	1,588.52 Total : 1,588.52
141483	1/14/2026	15062 MOLINA HEALTHCARE OF CALIFORNI	ACID 24787		REFUND - AMBULANCE BILLING	1,049.98 Total : 1,049.98
141484	1/14/2026	15846 ORTIZ, BILL	850333		EMPLOYEE REIMBURSEMENT	175.34 Total : 175.34
141485	1/14/2026	10344 PADRE DAM MUNICIPAL WATER DIST	90000366; DEC25		GROUP BILL	23,282.60 Total : 23,282.60
141486	1/14/2026	15931 RACHEL BRADLEY BOOKKEEPING	12827		BUSINESS LICENSE REFUND	112.00 Total : 112.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141487	1/14/2026	12237 RAYON, KYLE	January 1, 2026		RETIREE HEALTH PAYMENT	91.00
						Total : 91.00
141488	1/14/2026	10097 ROMAINE ELECTRIC CORPORATION	12-066005	55407	VEHICLE SUPPLIES	220.15
						Total : 220.15
141489	1/14/2026	10768 SANTEE SCHOOL DISTRICT	9833	55409	BUS TRANSPORTATION	2,643.50
			9834	55409	BUS TRANSPORTATION TEEN CEN	112.92
						Total : 2,756.42
141490	1/14/2026	13171 SC COMMERCIAL, LLC	IN-0000255609	55371	DELIVERED FUEL	1,405.96
						Total : 1,405.96
141491	1/14/2026	15036 SCRIPPS HEALTH PLAN	ACID 21777		REFUND - AMBULANCE BILLING	1,883.00
						Total : 1,883.00
141492	1/14/2026	13206 SHARP BUSINESS SYSTEMS DIVISIO	9005641117		COPY CHARGES	2,178.30
			9005641136		COPY CHARGES	15.31
						Total : 2,193.61
141493	1/14/2026	15021 SHARP HEALTH PLAN	ACID 13201		REFUND - AMBULANCE BILLING	700.50
						Total : 700.50
141494	1/14/2026	10585 SHARP REES-STEALY MEDICAL	104965	55538	MEDICAL SERVICES	130.00
						Total : 130.00
141495	1/14/2026	10316 TCB EMBROIDERY	20327		WEARING APPAREL	419.15
						Total : 419.15
141496	1/14/2026	10925 THE CENTRE FOR ORGANIZATION	TCFOE5302		PROFESSIONAL DEVELOPMENT	549.00
						Total : 549.00
141497	1/14/2026	10482 TRISTAR RISK MANAGEMENT	125457	55473	WORKERS COMP ADMINISTRATIO	11,851.87
						Total : 11,851.87
141498	1/14/2026	15885 VOSS SPIN TENNIS ACADEMY	121825		INSTRUCTOR PAYMENT	5,568.75
						Total : 5,568.75

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141499	1/14/2026	14687 WEX BANK	109927573		FLEET CARD FUELING	16,870.64
					Total :	16,870.64
141500	1/14/2026	12030 WHITE, PAM	111325-PW		MILEAGE REIMBURSEMENT	158.48
					Total :	158.48
141501	1/14/2026	12930 WILLIAMS, ROCHELLE	January 1, 2026		RETIREE HEALTH PAYMENT	91.00
					Total :	91.00
141502	1/14/2026	12641 WITTORFF, VICKY DENISE	January 1, 2026		RETIREE HEALTH PAYMENTS	31.00
					Total :	31.00
39 Vouchers for bank code : ubgen						Bank total : 351,070.04
39 Vouchers in this report						Total vouchers : 351,070.04

Prepared by:

Date:


1/14/26

Approved by:

Date:


1/14/26



COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 4

MEETING DATE

January 28, 2026

ITEM TITLE APPROVAL OF THE EXPENDITURE OF \$111,131.53 FOR DECEMBER 2025 LEGAL SERVICES

DIRECTOR/DEPARTMENT Heather Jennings, Finance 

SUMMARY

Legal services invoices proposed for payment for the month of December 2025 total \$111,131.53 as follows:

1) General Retainer Services	\$ 19,733.00
2) Labor & Employment	3,605.80
3) Litigation & Claims	8,378.78
4) Special Projects - General Fund	69,411.45
5) Special Projects – Other Funds	1,490.00
6) Third-Party Reimbursable Projects	<u>8,512.50</u>
Total	<u>\$111,131.53</u>

FINANCIAL STATEMENT

Account Description: Legal Services

General Fund:	AMOUNT	BALANCE
Adopted Budget	\$ 923,170.00	
Revised Budget	923,170.00	
Prior Expenditures	(457,950.95)	
Current Request	(101,129.03)	\$ 364,090.02
Other Funds (excluding third-party reimbursable items):		
Adopted Budget	\$ 35,000.00	
Revised Budget	35,000.00	
Prior Expenditures	(14,423.45)	
Current Request	(1,490.00)	\$ 19,086.55

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

Approve the expenditure of \$111,131.53 for December 2025 legal services and reimbursable costs.

ATTACHMENTS

1. Legal Services Billing Summary December 2025
2. Legal Services Billing Recap FY 2025-26



LEGAL SERVICES BILLING SUMMARY
DECEMBER 2025

Attachment 1

DESCRIPTION	CURRENT AMOUNT	INVOICE NUMBER	NOTES
Retainer	\$ 19,733.00	1050232	
1001.00.1201.51020	<u>19,733.00</u>		
Labor & Employment:			
Labor & Employment	3,605.80	1050234	
1001.00.1201.51020	<u>3,605.80</u>		
Litigation & Claims:			
Litigation & Claims	2,984.28	1050234	
Lee Receivership	2,201.00	1050240	
Keith Receivership	625.80	1050249	
Collinwood Drive Receivership	59.60	1050248	
Hope for the Homeless Lakeside Inc.	2,508.10	1050247	
1001.00.1201.51020	<u>8,378.78</u>		
Special Projects (General Fund):			
Community Oriented Policing	14,228.75	1050235	
Annual Municipal Code Update	11,145.20	1050241	
CEQA Special Advice	3,933.60	1050251	
General Elections	625.80	1050237	
Parcel 4 Hotel	536.40	1050238	
Advanced Records Center Services for PRA	16,084.00	1050242	
Cannabis	4,260.90	1050243	
Special Training	12,160.00	1050244	
Surplus Land Act/Real Property Special Advice	2,384.00	1050246	
Housing and Planning Legal Support	4,052.80	1050239	
1001.00.1201.51020	<u>69,411.45</u>		
Mobile Home Rent Control Commission	1,251.60	1050236	2901.04.4106.51020
SLEMSA JPA	238.40	1050245	5505.00.1901.51020
	<u>1,490.00</u>		
Third-Party Reimbursable:			
HomeFed Project	176.40	1050250	spp1704a.10.05
HomeFed Litigation 4	2,142.60	1050255	tm22001a.10.05
Redevelopment of Carlton Oaks Golf Course	1,543.50	1050252	tm19001a.10.05
Palisade Warehouse	88.20	1050253	mjr2501a.10.05
City Ventures Cottonwood and Park	4,561.80	1050254	grd2504a.20.05
	<u>8,512.50</u>		
Total	<u>\$ 111,131.53</u>		

LEGAL SERVICES BILLING RECAP
FY 2025-26

Attachment 2

Category	Adopted Budget	Revised Budget	Previously Spent Year to Date	Available Balance	Mo./Yr.	Current Request Amount
General Fund:						
General / Retainer	\$ 223,170.00	\$ 223,170.00	\$ 92,236.15	\$ 130,933.85	Dec-25	\$ 19,733.00
Labor & Employment	70,000.00	70,000.00	30,336.40	39,663.60	Dec-25	3,605.80
Litigation & Claims	200,000.00	200,000.00	32,172.16	167,827.84	Dec-25	8,378.78
Special Projects	430,000.00	430,000.00	303,206.24	126,793.76	Dec-25	69,411.45
Total	\$ 923,170.00	\$ 923,170.00	\$ 457,950.95	\$ 465,219.05		\$ 101,129.03

Other City Funds:

MHFP Commission	\$ 10,000.00	\$ 10,000.00	\$ 3,784.85	\$ 6,215.15	Dec-25	\$ 1,251.60
SLEMSA JPA	5,000.00	5,000.00	1,400.60	3,599.40	Dec-25	238.40
Financial System Upgrade	20,000.00	20,000.00	4,559.40	15,440.60	Dec-25	-
SD River Fire Mitigation	-	-	4,678.60	(4,678.60)	Dec-25	-
Total	\$ 35,000.00	\$ 35,000.00	\$ 14,423.45	\$ 20,576.55		\$ 1,490.00

Third-Party Reimbursable:

Total	\$ 87,216.15	\$ 8,512.50
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Total Previously Spent to Date	
FY 2025-26	
General Fund	\$ 457,950.95
Other City Funds	14,423.45
Applicant Deposits or Grants	87,216.15
Total	\$ 559,590.55

Total Proposed for Payment	
General Fund	\$ 101,129.03
Other City Funds	1,490.00
Applicant Deposits or Grants	8,512.50
Total	\$ 111,131.53



COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 5

MEETING DATE January 28, 2026

ITEM TITLE ACCEPTANCE OF A DONATION OF ONE SAUNA AND ONE COLD PLUNGE FROM DIALED LABS

DIRECTOR/DEPARTMENT Harley Wallace, Fire *KM for HW*

SUMMARY

Dialed Labs has offered to donate one barrel sauna and one cold plunge unit in support of firefighter wellness and recovery initiatives. The value of the sauna is \$10,499, and the value of the cold plunge is \$5,999, for a total donation value of \$16,498.

BACKGROUND

Fire Department Health and Wellness programs throughout the Nation and in the San Diego County area have incorporated both saunas and cold plunges as part of a comprehensive approach to reduce occupational health risks, promote mental health, and enhance recovery and performance. The San Diego County Fire Chiefs Association's Health and Safety Section has supported sauna use for reducing the risk of occupational cancer in firefighters.

Members of the Santee Fire Department Fitness committee contacted Dialed Labs in November to inquire about their saunas while conducting research on potential options for utilizing a sauna in Santee. Dialed Labs offered to donate both a sauna and a cold plunge to help support firefighter and wellness recovery initiatives within the Santee Fire Department.

The Santee Fire Department Fitness Committee recommended the purchase of a cold plunge for firefighter wellness in 2022. With the approval of the Fire Chief, a policy was developed for cold plunge use and the existing health and safety budget funds were utilized to purchase a cold plunge for Fire Station 5. Firefighters using this cold plunge have reported improved physical recovery and better rest following cold plunge use. There have been no negative impacts reported due to the use of the cold plunge.

The cold plunge being offered for donation is similar in use to the existing cold plunge unit operated by the Santee Fire Department, and the existing department policy for cold plunge use would cover the new equipment. The department would develop a policy for sauna use that would follow best practices for safety protocols, training, maintenance, and ensuring that firefighter operational readiness is always maintained. Similar policies are in use in Carlsbad, Poway, and other fire departments in the region.

FINANCIAL STATEMENT *✓*

One-time electrical upgrades to utilize the sauna at Fire Station 4 are estimated to cost approximately \$6,000. The annual maintenance and cleaning expenses for one sauna and one cold plunge are estimated at \$300. The annual utility costs to operate one sauna and one cold plunge are estimated at \$1,000. Funds for the electrical upgrades and annual maintenance costs and repairs are available in the approved Fire Department Fitness Budget. Funds for the annual utility costs will be added to the Fire Department Operating Budget.





CITY OF SANTEE
COUNCIL AGENDA STATEMENT

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *Wk*

Accept the donation of one sauna and one cold plunge from Dialed Labs.

ATTACHMENT

Donation Letter from Dialed Labs
City of Santee Gift Acceptance Form



Date: 12/3/25

To: Santee Fire Department

Attn: Council

Subject: Donation Certification – Sauna Unit/Cold Plunge

To whom it may concern,

Dialed Labs is pleased to formally certify the donation of one (1) **sauna unit (1) cold plunge unit** to The city of **Santee Fire Department** This donation is provided **at no cost**, with **no conditions, obligations, or expectations of compensation**, financial or otherwise.

This contribution is made solely to support firefighter wellness and recovery initiatives within your department. Dialed Labs does not require, request, or expect:

- Any formal or informal endorsement
- Any future purchase obligations
- Any operational, staffing, or policy commitments

The sauna unit is provided as a **complete, unconditional donation**, and the department is under **no indebtedness** to Dialed Labs as a result of accepting it.

Should you require additional documentation for City Council, procurement, legal review, or insurance purposes, we are happy to provide it.

Thank you for the opportunity to support those who serve our community.

Respectfully,

Andrew Gonzalez

Director of Facilities and Operations

Dialed Labs

(562) 685-6300

drew@daled-labs.com



CITY OF SANTEE

10601 Magnolia Avenue, Santee, CA 92071
(619) 258-4100

GIFT ACCEPTANCE FORM

ALL DEPARTMENT HEADS: All gifts to departments must be officially accepted by the City Council if acceptance of the gift results in expenditure of funds for installation, use and/or maintenance. Before any gift is purchased or formally accepted for your department, please supply the information requested on this form and present it to the Finance Department, signed by yourself and donor or his/her representative. A copy will be returned to you when official action has been taken. Funds may or may not be available for the repair, maintenance, use or ultimate replacement of donated items.

Department Receiving Gift: Fire Department

Name of Donor: Dialed Labs

Description of Gift: (Include name and address of manufacturer or supplier, age and condition of item not new.)

One new Dialed Lab Barrel Sauna
One new Dialed POD Cold Plunge

Donor Estimate of Present Value: \$16,498.00

Installation Cost: (Note special wiring needed, transportation, etc.) \$6,000

Estimated Cost of Upkeep: (Electricity, special supplies, accessories, etc.) \$1,300

Intended Use: Fire Department wellness program

Remarks: The department currently operates a similar sauna at one station.
Many departments throughout San Diego County and the United States have added
saunas to support fire department wellness efforts.

APPROVED / DISAPPROVED _____ Signed _____
(Date)

Finance Director

Donor or Official Representative



COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 6

MEETING DATE January 28, 2026

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA ACCEPTING THE CITYWIDE CONCRETE REPAIR & REPLACEMENT PROGRAM 2025 (CIP 2024-06) PROJECT AS COMPLETE AND FINDING THE ACTION IS NOT A PROJECT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA")

DIRECTOR/DEPARTMENT Carl Schmitz, Engineering 

SUMMARY

This item requests the City Council accept the Citywide Concrete Repair & Replacement Program 2025 (CIP 2024-06) Project as complete.

At its August 27, 2025 meeting, the City Council awarded the construction contract for the Citywide Concrete Repair & Replacement Program 2025 (CIP 2024-06) Project for a total contract amount of \$263,615.00 to Angus Asphalt, Inc. and authorized the Director of Engineering/City Engineer to approve contract change orders in a total amount not to exceed \$26,362.00 for unforeseen items and additional work associated with the Project.

A Notice to Proceed was issued on October 6, 2025, and the work was completed on December 19, 2025. Two change orders were authorized in the amount of \$25,157.00 for additional concrete sidewalk replacement work and unforeseen items. This project replaced damaged concrete sidewalks, driveways, curbs and gutters throughout the City and replaced a portion of the concrete driveway at Fire Station No. 4.

Staff requests City Council accept the project as complete and direct the City Clerk to file a Notice of Completion.

ENVIRONMENTAL REVIEW

Per California Environmental Quality Act (CEQA) Guidelines Section 15378, this action is not a project under CEQA as it involves an administrative activity of government without the potential of a significant impact on the environment.

FINANCIAL STATEMENT

Funding for this project is provided by General Fund and Gas Tax Roadway Maintenance and Rehabilitation Account (RMRA), which is included in the adopted FY 2026-2030 Capital Improvement Program as part of the Concrete Repair/Replacement Program. \$240,000 of Gas Tax RMRA funds and \$100,000 of General Funds have been included in the FY 2025-26 Capital Improvement Program Budget for this project for a total project budget of \$340,000.





CITY OF SANTEE

COUNCIL AGENDA STATEMENT

Design and Engineering	\$ 28,346.16
Original Construction Contract	263,615.00
Construction Change Orders	25,157.00
Construction Engineering/Management	21,192.73
Project Closeout	1,000.00
 Total Project Cost	 <u>\$ 339,310.89</u>

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATION *WK*

Adopt the attached Resolution:

1. Accepting the Citywide Concrete Repair & Replacement Program 2025 (CIP 2024-06) project as complete; and
2. Authorizing the City Clerk to file a Notice of Completion with the San Diego County Clerk.

ATTACHMENT

Resolution



RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA
ACCEPTING THE CITYWIDE CONCRETE REPAIR & REPLACEMENT PROGRAM 2025
(CIP 2024-06) PROJECT AS COMPLETE AND FINDING THE ACTION IS NOT A
PROJECT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT
("CEQA")**

WHEREAS, the City Council awarded the construction contract for the Citywide Concrete Repair & Replacement Program 2025 (CIP 2024-06) Project to Angus Asphalt, Inc. on August 27, 2025, in the amount of \$263,615.00; and

WHEREAS, City Council authorized the Director of Engineering/City Engineer to approve construction change orders in a total amount not to exceed \$26,362.00; and

WHEREAS, two change orders in the total amount of \$25,157.00 were approved for unforeseen items and additional work association with the Project; and

WHEREAS, the project was completed for a total contract amount of \$288,772.00; and

WHEREAS, Angus Asphalt, Inc. has completed the project in accordance with the contract plans and specifications.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California, as follows:

SECTION 1: The work for the construction of the Citywide Concrete Repair & Replacement Program 2025 (CIP 2024-06) project is accepted as complete on this date.

SECTION 2: The City Clerk is directed to record a Notice of Completion.

SECTION 3: The action is not a project subject to the California Environmental Quality Act ("CEQA") per CEQA Guidelines Section 15378 as it involves an administrative activity of government without the potential of a significant impact on the environment.

SECTION 4: This Resolution shall take effect immediately upon its passage.

ADOPTED by the City Council of the City of Santee, California, at a Regular meeting thereof held this 28th day of January 2026, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK



COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 7

MEETING DATE January 28, 2026

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA ACCEPTING THE FIRE STATION NO. 4, 2ND STORY ROOF REPLACEMENT (CIP 2026-32) PROJECT AS COMPLETE AND FINDING THE ACTION IS NOT A PROJECT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA")

DIRECTOR/DEPARTMENT

Carl Schmitz, Engineering *CS*
Harley Wallace, Fire *HW*

SUMMARY

This item requests the City Council accept the Fire Station No. 4, 2nd Story Roof Replacement (CIP 2026-32) Project as complete.

At its August 27, 2025, meeting, the City Council awarded the construction contract for the Fire Station No. 4, 2nd Story Roof Replacement (CIP 2026-32) Project for a total contract amount of \$27,000.00 to A. Preman Roofing, Inc. and authorized the Director of Engineering/City Engineer to approve contract change orders in a total amount not to exceed \$4,050.00 for unforeseen items and additional work associated with the Project.

A Notice to Proceed was issued on December 1, 2025, and the work was completed on January 7, 2026. No change orders were authorized for unforeseen items and additional work associated with the Project. This project replaced the existing asphalt built-up roof with a thermoplastic polyolefin (TPO) roof assembly that conforms to current California building energy efficiency standards, Title 24, and meets cool roof requirements.

Staff requests City Council accept the project as complete and direct the City Clerk to file a Notice of Completion.

ENVIRONMENTAL REVIEW

Per California Environmental Quality Act (CEQA) Guidelines Section 15378, this action is not a project under CEQA as it involves an administrative activity of government without the potential of a significant impact on the environment.

FINANCIAL STATEMENT *✓*

Funding for this project is provided by General Fund, which is included in the adopted FY 2026-2030 Capital Improvement Program as part of the Fire Station 4 Maintenance Program.

Bidding and Advertisement	\$ 925.00
Original Construction Contract	27,000.00
Construction Change Orders	0.00
Total Project Cost	\$ 27,925.00





CITY OF SANTEE

COUNCIL AGENDA STATEMENT

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATION *WLR*

Adopt the attached Resolution:

1. Accepting the Fire Station No. 4, 2nd Story Roof Replacement (CIP 2026-32) project as complete; and
2. Authorizing the City Clerk to file a Notice of Completion with the San Diego County Clerk.

ATTACHMENT

Resolution

Project Map



RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA
ACCEPTING THE FIRE STATION NO. 4, 2ND STORY ROOF REPLACEMENT (CIP 2026-32) PROJECT AS COMPLETE AND FINDING THE ACTION IS NOT A PROJECT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA")**

WHEREAS, the City Council awarded the construction contract for the Fire Station No. 4, 2nd Story Roof Replacement (CIP 2026-32) Project to A. Preman Roofing, Inc. on August 27, 2025, in the amount of \$27,000.00; and

WHEREAS, City Council authorized the Director of Engineering/City Engineer to approve construction change orders in a total amount not to exceed \$4,050.00; and

WHEREAS, no change orders were approved for unforeseen items and additional work associated with the Project; and

WHEREAS, the project was completed for a total contract amount of \$27,925.00; and

WHEREAS, A. Preman Roofing, Inc. has completed the project in accordance with the contract plans and specifications.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California, as follows:

SECTION 1: The work for the construction of the Fire Station No. 4, 2nd Story Roof Replacement (CIP 2026-32) project is accepted as complete on this date.

SECTION 2: The City Clerk is directed to record a Notice of Completion.

SECTION 3: The action is not a project subject to the California Environmental Quality Act ("CEQA") per CEQA Guidelines Section 15378 as it involves an administrative activity of government without the potential of a significant impact on the environment.

SECTION 4: This Resolution shall take effect immediately upon its passage.

ADOPTED by the City Council of the City of Santee, California, at a Regular meeting thereof held this 28th day of January 2026, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

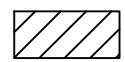


CITY OF SANTEE, CALIFORNIA - DEPARTMENT OF ENGINEERING

JANUARY 28, 2026

PROJECT MAP

ROOF REPLACEMENT





COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 8

MEETING DATE

January 28, 2026

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA AWARDING THE CONSTRUCTION CONTRACT TO T&M ELECTRIC INC. DBA PERRY ELECTRIC FOR THE CITYWIDE FIBER COMMUNICATIONS UPGRADE PROJECT (CIP 2022-55)

DIRECTOR/DEPARTMENT

Carl Schmitz, Engineering

A blue ink signature of the name "Carl Schmitz".

SUMMARY

This item requests City Council award the construction contract for the Citywide Fiber Communications Upgrade Project (CIP 2022-55) to T&M Electric Inc. DBA Perry Electric in the amount of \$531,450.00. This project will install fiber optic cable between City Hall and Fire Station 4, Fire Station 5, the operations and maintenance yard, Fire Station 20 and the future community center. The project will utilize the City's existing fiber conduit network and install missing segments of conduit between the locations along Magnolia Avenue, Park Center Drive/Riverwalk Drive, Fanita Parkway, Cottonwood Ave, and Olive Lane/Via Zapador.

In compliance with the City's purchasing ordinance, Santee Municipal Code Section 3.24.100(E), City staff administered a formal bid process on December 5, 2025. On January 14, 2026, the City Clerk publicly opened and examined 10 sealed bids. The bid submitted by T&M Electric Inc. DBA Perry Electric has been determined to be the lowest responsive and responsible bidder in the amount of \$531,450.00. The bid submitted by T&M Electric Inc. DBA Perry Electric is 39% lower than the Engineer's construction estimate of \$875,000.00. The large discrepancy between the bids received is mostly due to the different methods used to install conduit as open cut trenching can be significantly more expensive than boring. Staff has reached out to T&M Electric Inc. DBA Perry Electric and after discussion feels confident that T&M Electric Inc. DBA Perry Electric have the necessary equipment and appropriate staffing in-house to perform the work without the requirement of sub-contractors which further reduced the cost.

Staff also requests authorization for the Director of Engineering/City Engineer to approve change orders in a total amount not to exceed \$79,717.00 for unforeseen items and additional work associated with the Project.

ENVIRONMENTAL REVIEW

This action is categorically exempt from the California Environmental Quality Act ("CEQA"), pursuant to Section 15301(c), Existing Facilities, of the CEQA Guidelines.

FINANCIAL STATEMENT

The full project is included in the adopted FY 2026-2030 Capital Improvement Program and is funded by the General Fund, \$999,540, Regional Traffic Congestion Impact Program Funds, \$161,072, and American Rescue Plan Funds, \$456.





CITY OF SANTEE

COUNCIL AGENDA STATEMENT

Design and Bidding	\$ 20,891.24
Construction Contract	531,450.00
Construction Change Orders	79,717.00
Construction Engineering/Management	<u>60,000.00</u>
Total Anticipated Project Cost	\$ 692,058.24

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATION

wk

Adopt the Resolution:

1. Awarding the construction contract for the Citywide Fiber Communications Upgrade Project (CIP 2022-55) to T&M Electric Inc. DBA Perry Electric in the amount of \$531,450.00; and
2. Authorizing the City Manager to execute all necessary documents for the contract on behalf of the City; and
3. Authorizing the Director of Engineering/City Engineer to approve change orders in a total amount not to exceed \$79,717.00; and
4. Determining this action is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15301(c), Existing Facilities, of the CEQA Guidelines.

ATTACHMENTS

Resolution
Bid Summary Chart



RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA
AWARDING THE CONSTRUCTION CONTRACT TO T&M ELECTRIC INC. DBA
PERRY ELECTRIC FOR THE CITYWIDE FIBER COMMUNICATIONS UPGRADE
PROJECT (CIP 2022-55)**

WHEREAS, on December 5, 2025, City staff administered a formal bid process for the Citywide Fiber Communications Upgrade Project (CIP 2022-55) ("Project") in compliance with Santee Municipal Code Section 3.24.100; and

WHEREAS, on January 14, 2026, the City Clerk publicly opened and examined 10 sealed bids; and

WHEREAS, the lowest received bid was submitted by T&M Electric, Inc. DBA Perry Electric ("Perry Electric") in the amount of \$531,450.00; and

WHEREAS, in accordance with Santee Municipal Code section 3.24.100(E), Staff has determined that Perry Electric's bid conforms in all material respects to the requirements set forth in the invitation for bids; and

WHEREAS, Perry Electric is the lowest responsive and responsible bidder with a total bid amount of \$531,450.00; and

WHEREAS, staff recommends awarding the construction contract for the Project to Perry Electric in the amount of \$531,450.00; and

WHEREAS, staff requests authorization for the Director of Engineering/City Engineer to approve change orders in a total amount not to exceed \$79,717.00 for unforeseen items and additional work associated with the Project; and

WHEREAS, the construction portion of the Project is funded through the General Fund and Regional Traffic Congestion Impact Program funds in the adopted FY 2026-2030 Capital Improvement Program; and

WHEREAS, the Project is categorically exempt from environmental review pursuant to Section 15301(c) of the State CEQA Guidelines.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santee, California, as follows:

SECTION 1: The Recitals provided above are true and correct and are hereby incorporated into this Resolution.

SECTION 2: The construction contract for the Citywide Fiber Communications Upgrade Project (CIP 2022-55) is awarded to T&M Electric DBA Perry Electric as the lowest responsive and responsible bidder in the amount of \$531,450.00, and the City Manager is authorized to execute all necessary documents for the contract on behalf of the City.

RESOLUTION NO. _____

SECTION 3: The Director of Engineering/City Engineer is authorized to approve change orders in an amount not to exceed \$79,717.00 for unforeseen items and additional work associated with the Project.

SECTION 4: The Project is categorically exempt from environmental review under State CEQA Guidelines Section 15301(c), Existing Facilities.

SECTION 5: The documents and materials associated with this Resolution that constitute the record of proceedings on which these findings are based are located at Santee City Hall, 10601 Magnolia Avenue, Santee, CA 92071. The City Clerk is the custodian of record of those proceedings.

SECTION 6: This Resolution shall take effect immediately upon its passage.

ADOPTED by the City Council of the City of Santee, California, at a Regular meeting thereof held this 28th day of January 2026 by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

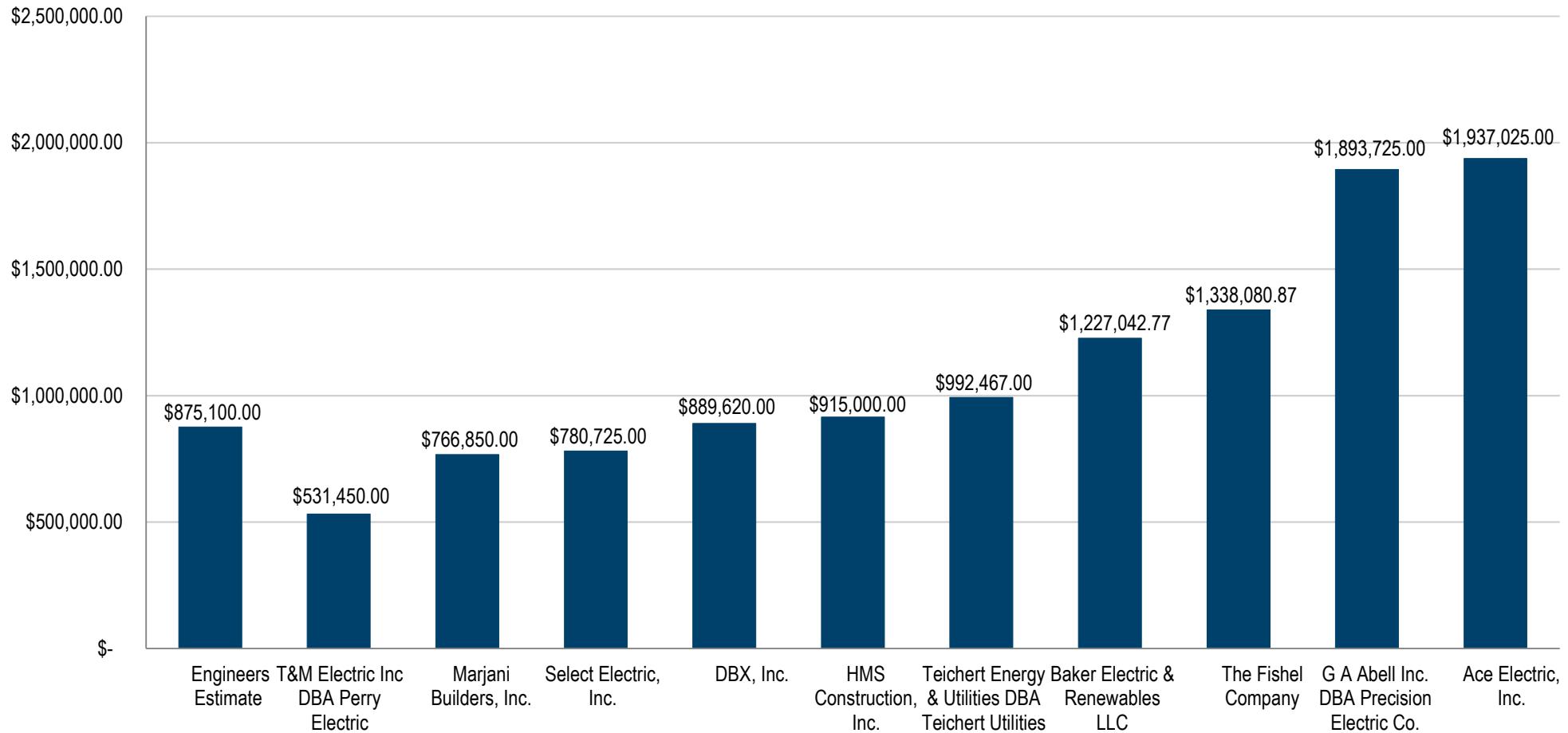
APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

CITYWIDE FIBER COMMUNICATIONS UPGRADE PROJECT (CIP 2022-55)





COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 9

MEETING DATE January 28, 2026

ITEM TITLE RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH SHARP REES-STEALY MEDICAL GROUP, FOR OCCUPATIONAL HEALTH SERVICES

DIRECTOR/DEPARTMENT Rida Freeman, Director of Human Resources 

SUMMARY

The City of Santee is in need of a new professional services agreement for occupational health services.

The City's current multi-year contract for these services expired January 12, 2026 per an extension letter executed in September of 2025. The option to execute a renewed contract in early January, prior to the expiration date, was not viable due to a new request from the Fire Department to increase the contract amount. The new contract amount exceeds the City Manager's signing authority and requires City Council approval.

Staff is requesting approval to proceed with a new contract which includes an updated schedule of fees. The City is experiencing a nominal fee increase, and will be subject to the same rates as other cities in San Diego County. Sharp Rees Stealy Medical Group conducts an annual fee review to ensure their fees accurately reflect the current market conditions. Their pricing adjustments are driven by several factors, including alignment efforts to true costs, rising operating business costs, and inflation. The City has not experienced a price increase in several years.

The 12-month contract increase from \$20,000 to \$35,000 effective July 1, 2026 exceeds the authority of the City Manager and now requires a new contract to be approved by the City Council. The services with Sharp Rees-Stealy Medical Group are used and paid for by the Fire Department for their personnel and applicants and by the Human Resources Department for city-wide pre-employment services. There is one contract, with separate purchase orders for each department. The increase to the budget for FY 26-27 from \$20,000 to \$35,000 is attributed to the Fire Department's occupational health needs for Santee Fire Department employees and applicants. The number of applicants has risen substantially since the beginning of the EMT program in 2023. The budget for Sharp services within Human Resources is not increasing.

Sharp Rees-Stealy Medical Group provides the City with the following comprehensive services: work injury treatment, physicals, health screenings, immunizations, fitness-for-duty exams, functional capacity evaluations, drug/alcohol testing, and other medical exams and testing (i.e., DMV, DOT, pre-employment, exposure monitoring), physical therapy and rehabilitation.

The City has partnered with Sharp Rees-Stealy for these services since 2021 and for many years has continued to experience uninterrupted, excellent service and a successful business relationship that yields quality care for its employees.





CITY OF SANTEE

COUNCIL AGENDA STATEMENT

Staff recommends awarding a three (3) year professional services contract with the option of extending for up to two (2) additional twelve (12) month periods for occupational health services, in an amount not to exceed \$17,500 for FY 25-26, retroactively effective January 13, 2026, and a twelve-month professional services agreement for continued services in an amount not to exceed \$35,000.

Santee Purchasing Ordinance section 3.24.180(A)(4) requires City Council approval of professional service agreements exceeding \$25,000 in any single fiscal year.

FINANCIAL STATEMENT *WV*

Funding for the initial six (6) months of the proposed contract is included in the adopted FY 2025-26 Fire Department budget. Additional funding will be requested when preparing the FY 2026-2027 operating budget. The funding for the following years of the contract will be approved via a renewal contract and through the adoption of future fiscal years' budgets.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *WV*

Adopt the proposed resolution:

- 1) Awarding a professional services agreement to Sharp Rees-Stealy Medical Group to provide continued occupational health services, consisting of a three (3) year agreement with the option to extend for up to two (2) additional twelve (12) month periods, in an amount not to exceed \$17,500 for FY 2025-26, retroactively effective January 13, 2026, and a subsequent twelve (12) month professional services agreement for continued services in an amount not to exceed \$35,000; and
- 2) Authorizing the City Manager to execute all necessary contract documents on behalf of the City.

ATTACHMENT

Resolution
Professional Services Agreement



RESOLUTION NO. _____**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH SHARP REES-
STEALY MEDICAL GROUP FOR OCCUPATIONAL HEALTH SERVICES**

WHEREAS, the City of Santee has maintained an agreement with Sharp Rees-Stealy Medical Group for occupational health services since February 3, 2021; and

WHEREAS, the City of Santee continues to experience satisfactory performance of services required of Sharp Rees-Stealy Medical Group, based on demonstrated competence and professional qualifications necessary, and at fair and reasonable prices to the City, as required by Santee Municipal Code § 3.24.160 governing the procurement of professional services; and

WHEREAS, The initial term of the three year contract will be effective January 13, 2026, through June 30, 2026, with a not-to-exceed amount of \$17,500. A subsequent two year, twelve month contract will commence on July 1, 2026, with an annual not-to-exceed amount of \$35,000 for twelve months of service, with the option to renew for an additional two years.

WHEREAS, Santee Municipal Code Section 3.24.180(A)(4) requires City Council approval of professional service agreements exceeding \$25,000 in a single fiscal year; and

WHEREAS, Staff recommends approving the City's contract with Sharp Rees Stealy on the terms set forth in the Professional Services Agreement attached as Exhibit A;

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Santee, California does hereby find, determine and declare as follows:

The City Council authorizes the City Manager to execute the Professional Services Agreement with Sharp Rees-Stealy Medical Group, retroactively effective on January 13, 2026, and any necessary documents to carry out the intent of this Resolution.

ADOPTED by the City Council of the City of Santee, California, at a Regular meeting thereof held this 28th day of January, 2026, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

RESOLUTION NO. _____

JAMES JEFFRIES, CITY CLERK

Attachment: Professional Services Agreement

CITY OF SANTEE
Agreement

**AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN THE CITY OF SANTEE
AND
SHARP REES-STEALY MEDICAL GROUP**

This Agreement for Professional Services ("Agreement") is made and entered into this 13th day of January, by and between the City of Santee, a California charter city ("City") and Sharp Rees-Stealy Medical Group, a medical corporation ("Consultant"). City and Consultant are sometimes referred to in this Agreement individually as a "Party" and collectively as the "Parties."

RECITALS

- a. City is a charter city and is in need of professional services for the following project: "Occupational Health Services for Pre-Employment Exams, Annual Physicals and for Workplace Injury Assessment & Treatment" ("the Project").
- b. Consultant is duly licensed and/or has the necessary qualifications to provide such services for the Project.
- c. The Parties desire to establish the terms for the City to retain the Consultant in order to provide the services described herein.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Services

Consultant shall provide the City with the services described in the Scope of Services attached hereto as Exhibit 'A' and hereby made a part of this Agreement; provided, however, that the contents of this Agreement shall supersede any provision in Exhibit "A" that is inconsistent herewith.

2. Compensation

- a. Subject to paragraphs 2(b) - (d) below, City shall pay for the services provided by Consultant in accordance with the Schedule of Charges set forth in Exhibit 'B' attached hereto and hereby made a part of this Agreement; provided, however that the contents of this Agreement shall supersede any provision in Exhibit 'B' that is inconsistent herewith.
- b. In no event shall the total amount paid for services rendered by Consultant pursuant to this Agreement exceed the sum of \$35,000 for each twelve-month period. This Agreement is subject to and contingent on budgetary appropriations being approved by the City Council for each fiscal year during the term of this Agreement. If such appropriations are not approved, the Agreement will be immediately terminated without penalty to the City.

CITY OF SANTEE
Agreement

- c. Each month Consultant shall furnish City with an invoice for all work performed and expenses incurred during the preceding month. The invoice shall detail charges by categories, including costs for materials, equipment, supplies, testing and treating and the services of qualified professional medical staff. City shall independently review each invoice submitted to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. In the event that no charges or expenses are disputed, the invoice shall be approved and paid according to the terms set forth in paragraph 2(d). In the event any charges or expenses are disputed, the invoice shall be returned to the Consultant for correction and resubmission.
- d. Except as to any charges for work performed or expenses incurred by Consultant which are disputed by City, City will use its best efforts to cause Consultant to be paid within thirty (30) days of receipt of Consultant's invoice; provided however, that untimely invoices may be subject to nonpayment if funding has not been appropriated or budgeted for payment of the invoice due to Consultant's untimely submission. Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in the work performed by Consultant.

3. Term of Agreement and Time of Performance

Consultant shall perform its services hereunder in a prompt and timely manner, and in accordance with the Activity Schedule shown in Exhibit 'C' attached hereto and made a part hereof; provided, however, that the contents of this Agreement shall supersede any provisions in Exhibit 'C' that is inconsistent herewith. Work shall commence upon authorization from the City. Unless a different date is set forth in the Activity Schedule, the term of this Agreement shall be for a period of three (3) years with the option of extending for up to two (2) additional twelve (12) month periods from the date of execution of this Agreement unless terminated sooner pursuant to the provisions of this Agreement or when the services are complete. Such term may be extended upon written agreement of both City and Consultant.

4. Additional Work

Consultant shall not be compensated for any services outside of the Scope of Services, except as provided in this paragraph. If changes in the work seem merited by Consultant or the City, a change in the scope of the work shall be processed by the City in the following manner: (1) a letter outlining the changes shall be forwarded to the City by Consultant with a statement of estimated changes in fee or time schedule, (2) an amendment to this Agreement shall be prepared by the City and executed by both parties before performance of such services or the City will not be required to pay for the changes in the scope of work. Such amendment shall not render ineffective or invalidate unaffected portions of this Agreement.

5. Maintenance of Records

This contract involves services, activities and reports subject to the Health Insurance Portability and Accountability Act of 1996 (HIPAA). The Contractor shall comply with rules, regulations and obligations under HIPAA that will appropriately safeguard Protected Health

CITY OF SANTEE
Agreement

Information (defined in 45 CFR 160.103), and agrees that it is subject to, and shall comply with, the provisions of 45 CFR 164 Subpart E regarding use and disclosure of Protected

Health Information. Documents, reports, records, test results, and other evidence pertaining to work performed and costs incurred pursuant to this Agreement shall be maintained by Consultant and made available for inspection, audit and copying by the City at all reasonable times during the term of this Agreement and beyond, pursuant to California law regarding the retention of pre-employment medical records and medical records for the treatment of injury and workplace exposure(s).

6. Ownership and Use of Work

Documents and reports, medical records, test results, and other evidence pertaining to work performed and costs incurred pursuant to this Agreement shall be maintained by Consultant. City reserves the right to use, in whole or in part, any reports, data or other documents and records without the permission of Consultant. All documents and materials shall be delivered in a reproducible form or available for the City to access via a secure online database. As used herein, "documents and reports" include, but are not limited to, pre-employment test results, treatment notes, work status reports, annual physical results, fitness for duty results, drug and alcohol test results, medical reports of employee exposure or injury pursuant to this Agreement.

7. Findings Confidential

Any reports, information, data or materials given to or prepared or assembled by Consultant under this Agreement are confidential and shall not be made available to any individual or organization by Consultant without prior written approval of City.

8. Conflict of Interest

Consultant hereby expressly covenants that no interest presently exists, nor shall any interest, direct or indirect, be acquired during the term of this Agreement that would conflict in any manner with the performance of services pursuant to this Agreement.

9. Delays in Performance

Neither the City nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; pandemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage or judicial restraint.

Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

10. Compliance with Law

CITY OF SANTEE
Agreement

- a. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local government. If Consultant's failure to comply with applicable laws, ordinances, codes and regulations results in a claim for damage or liability to City, Consultant shall be responsible for indemnifying and holding the City harmless as provided in this Agreement.
- b. Consultant shall assist the City, as requested, in obtaining and maintaining all permits, if any, required of Consultant by federal, state and local regulatory agencies.

11. Standard of Care

Consultant's services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

12. Assignment and Subconsultants

Consultant shall not assign, delegate, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the City, which may be withheld for any reason. A consent to one assignment shall not be deemed to be consent to any subsequent assignment. Nothing contained herein shall prevent Consultant from employing independent associates and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

13. Independent Consultant

Consultant is retained as an independent Consultant and is not an agent or employee of the City. No employee or agent of Consultant shall by this Agreement become an agent or employee of the City. The work to be performed shall be in accordance with the work described in [Exhibit 'A'](#), subject to such directions and amendments from the City as herein provided. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Consultant enters into this Agreement as, and shall continue to be, an independent consultant. All services shall be performed only by Consultant and Consultant's employees, if applicable. Under no circumstances shall Consultant, or any of Consultant's employees, look to the City as his or her employer, or as a partner, agent or principal. Neither Consultant, nor any of Consultant's employees, shall be entitled to any benefits accorded to City employees, including without limitation worker's compensation, disability insurance, vacation or sick pay. Consultant shall be responsible for providing, at Consultant's expense, and in Consultant's name, unemployment, disability, worker's compensation and other insurance, as well as licenses and permits usual or necessary for conducting the services.

14. Integration

This Agreement represents the entire understanding of the City and Consultant as to those matters contained herein, and supersedes and cancels any prior oral or written understanding, promises or representations with respect to those matters covered hereunder. To the extent that any provision or clause contained in an attachment to this

CITY OF SANTEE
Agreement

Agreement conflicts with a provision or clause in the Agreement, the provision or clause in this Agreement shall control. This Agreement may not be modified or altered except in writing signed by both parties hereto. This is an integrated Agreement.

15. Insurance**a. Commercial General Liability**

- (i) The Consultant shall take out and maintain, during the performance of all work under this Agreement, in amounts not less than specified herein, Commercial General Liability Insurance, in a form and with insurance companies acceptable to the City.
- (ii) Coverage for Commercial General Liability insurance shall be at least as broad as the following:
 - (1) Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 0001)
- (iii) Commercial General Liability Insurance must include coverage for the following:
 - (1) Bodily Injury (including death) and Property Damage
 - (2) Personal Injury/Advertising Injury
 - (3) Premises/Operations Liability
 - (4) Products/Completed Operations Liability
 - (5) Aggregate Limits that Apply per Project
 - (6) Contractual Liability with respect to this Contract
 - (7) Broad Form Property Damage
 - (8) Independent Consultants Coverage
 - (9) Sexual Misconduct Coverage, with no applicable sublimit
- (iv) All such policies shall name the City of Santee, its City Council and each member thereof, its officers, employees, and agents as Additional Insureds under the policy.
- (v) The general liability program may utilize either deductibles or provide coverage excess of a self-insured retention, subject to written approval by the City. All deductibles and self-insured retentions must be declared to the City prior to commencing work under this Agreement.

b. Automobile Liability

- (i) At all times during the performance of the work under this Agreement the Consultant

CITY OF SANTEE
Agreement

shall maintain Automobile Liability Insurance for bodily injury (including death) and property damage including coverage for owned, non-owned and hired vehicles, in a form and with insurance companies acceptable to the City.

- (ii) Coverage for automobile liability insurance shall be at least as broad as Insurance Services Office Form Number CA 0001 (ed. 6/92) covering automobile liability, Code 1 (any auto).

- (iii) The automobile liability program may utilize deductibles, but not a self-insured retention, subject to written approval by the City.

c. Workers' Compensation/Employer's Liability

- (i) At all times during the performance of the work under this Agreement the Consultant shall maintain Workers' Compensation in compliance with applicable statutory requirements and Employer's Liability Coverage in amounts indicated herein.
- (ii) Such insurance shall include an insurer's Waiver of Subrogation in favor of the City and will be in a form and with insurance companies acceptable to the City.

- (iii) If insurance is maintained, the workers' compensation and employer's liability program may utilize either deductibles or provide coverage excess of a self-insured retention, subject to written approval by the City.
- (iv) Before beginning work, the Consultant shall furnish to the City satisfactory proof that he/she has taken out for the period covered by the work under this Agreement, full compensation insurance for all persons employed directly by him/her to carry out the work contemplated under this Agreement, all in accordance with the "Workers' Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any acts amendatory thereof. Consultant shall require all subconsultants to obtain and maintain, for the period covered by the work under this Agreement, worker's compensation of the same type and limits as specified in this Section.

d. Professional Liability (Errors and Omissions)

At all times during the performance of the work under this Agreement and for 60 months following the date of Project completion and acceptance by the City, the Consultant shall maintain Professional Liability insurance, in a form and with insurance companies acceptable to the City and in an amount indicated herein; provided, however, that if the work under this Agreement involves teaching, coaching, or childcare, Consultant shall provide Educators Legal Liability ("ELL") insurance in lieu of Professional Liability insurance

e. Cyber Liability

At all times during the performance of the work under this Agreement and for sixty (60) months following the date of Project completion, the Consultant shall carry and maintain, at

CITY OF SANTEE
Agreement

its own expense, including any City-approved deductibles or retentions, Cyber Liability insurance in an amount stated herein. The Cyber Liability policy must include security and privacy liability, media liability, business interruption and extra expense, and cyber extortion liability, as specified by the City. Such coverage is required if Consultant provides products and/or services related to information technology and electronic data processing (including hardware and software) to the City or as otherwise required by the City.

f. Minimum Policy Limits Required

(i) The following insurance limits are required for the Agreement:

<u>Combined Single Limit</u>	
Commercial General Liability	\$2,000,000 per occurrence/\$4,000,000 aggregate for bodily injury (including death), personal injury and property damage
Automobile Liability	\$1,000,000 per occurrence for bodily injury (including death) and property damage
Employer's Liability	\$1,000,000 per accident for bodily injury or disease
Professional Liability / ELL	\$1,000,000 per claim and aggregate (errors and omissions)
Cyber Liability Insurance	\$1,000,000 per occurrence/\$2,000,000 aggregate (if Project involves electronic data processing or development of hardware or software)

If Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

g. Evidence of Insurance Required

(i) Prior to execution of the Agreement, the Consultant shall file with the City evidence of insurance from an insurer or insurers certifying to the coverage of all insurance required herein. Such evidence shall include original copies of the ISO CG 2010 (or insurer's equivalent) signed by the insurer's representative, Certificate of Insurance (most recent version of Acord 25 Form or equivalent), and Additional Insured Endorsement verifying compliance with the requirements. All evidence of insurance shall be signed by a properly authorized officer, agent or qualified representative of the insurer and shall

CITY OF SANTEE
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certify the names of the insured, any additional primary insured, where appropriate, the type and amount of the insurance, the location and operations to which the insurance applies, and the expiration date of such insurance.

h. Policy Provisions Required

- (i) The City of Santee, its City Council and each member thereof, its officers, employees, and agents shall be named as an additional insured on Commercial General Liability policy. Any subconsultant, subcontractor or similar entity performing work on the Project must add the City as an additional insured using CG form 20 38, or broader coverage. Blanket endorsements may be accepted at City's discretion. All policies shall contain or shall be endorsed to contain a provision that advanced written notice of any cancellation, including cancellation for non-payment of premium, shall be provided to the City. Statements that the carrier "will endeavor" and "that failure to mail such notice shall impose no obligation and liability upon the company, its agents or representatives," will not be acceptable on endorsements. At the City's sole discretion, the requirement to endorse policies to provide advanced written notice of cancellation to the City may be waived upon the Consultant's agreement that it shall provide the City with copies of any notices of cancellation immediately upon receipt.
- (ii) General Liability and Automobile Liability policies shall contain a provision stating that the Consultant's policies are primary insurance and that the insurance of the City or any named additional insureds shall not be called upon to contribute to any loss.

i. Qualifying Insurers

- (i) All policies required shall be issued by acceptable insurance companies, as determined by the City, which satisfy the following minimum requirements:

Insurance carriers shall be qualified to do business in California and maintain an agent for process within the State. Such insurance carrier shall have not less than an 'A' policyholder's rating and a financial rating of not less than "Class VII" according to the latest Best Key Rating Guide. Due to market fluctuations in the Workers Compensation sector, the City reserves the right and at its sole discretion to review and accept the Consultant's proposed Workers compensation insurance.

j. Additional Insurance Provisions

- (i) The foregoing requirements as to the types and limits of insurance coverage to be maintained by Consultant, and any approval of said insurance by the City, is not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Consultant pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.
- (ii) If at any time during the life of the Agreement, the Consultant fails to maintain in full force any insurance required by the Agreement documents the City may terminate the Agreement or may elect to withhold compensation in an amount sufficient to

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purchase insurance to replace any expired or insufficient coverage.

- (iii) The Consultant shall include all subconsultants as insureds under its policies or shall furnish separate certificates and endorsements for each subconsultant. All coverage for subconsultants shall be subject to all of the requirements stated herein.
- (iv) The City may require the Consultant to provide complete copies of all insurance policies in effect for the duration of the Project.
- (v) Neither the City, nor its City Council, nor any member of thereof, nor any of the directors, officers, employees, agents or volunteers shall be personally responsible for any liability arising under or by virtue of the Contract.

16. Indemnification

To the fullest extent permitted by law, Consultant agrees to indemnify, defend (with independent counsel approved by the City) and hold harmless the City and its officers, employees and elected and appointed officials, and volunteers (each, an "Indemnified Party") from and against any and all liabilities (including without limitation all claims, losses, damages, penalties, fines, and judgments, associated investigation and administrative expenses, and defense costs, including but not limited to reasonable attorneys' fees, court costs and costs of alternative dispute resolution) regardless of nature or type, expressly including but not limited to those arising from bodily injury (including death) or property damage, arising out of or resulting from any act or omission to act of the Consultant,

Consultant's agents, officers, employees, subconsultants, or independent consultants hired by Consultant under this Agreement. The Consultant's obligations apply regardless of whether or not a liability is caused or contributed to by the negligence (including passive negligence) or other act or omission of an Indemnified Party. The acceptance or approval of the Consultant's work by an Indemnified Party shall not relieve or reduce the Consultant's indemnification obligation. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against the City, its officials, officers, agents, employees or representatives. The provisions of this Section shall survive completion of the work under this Agreement or the termination of this Agreement and are not limited by the provisions relating to insurance.

If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance as a "design professional" (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

17. Confidentiality

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Consultant shall keep confidential all information, in whatever form, produced, prepared, observed or received by Consultant to the extent that such information is confidential by law or otherwise required by this Agreement.

18. Laws, Venue, and Attorneys' Fees

This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of San Diego, State of California. In the event of any such litigation between the parties, the prevailing party shall be entitled to recover all reasonable costs incurred, including reasonable attorney's fees, as determined by the court.

19. Termination or Abandonment

- a. City may terminate this Agreement, with or without cause, at any time by giving thirty (30) days written notice of termination to Consultant. In the event such notice is given, Consultant shall cease immediately all work in progress.
- b. Consultant may terminate this Agreement at any time upon thirty (30) days written notice of termination to City.
- c. If either Consultant or City fails to perform any material obligation under this Agreement, then, in addition to any other remedies, City or Consultant may terminate this Agreement immediately upon written notice.
- d. Upon termination of this Agreement, all property belonging to City which is in Consultant's possession shall be returned to City. Consultant shall furnish City with a final invoice for work performed by Consultant. City shall have no obligation to pay Consultant for work performed after termination of this Agreement.

20. Organization

Consultant shall assign Yvonne Zazueta, MHA, as the Project Manager and shall not be removed from the Project or reassigned without the prior written consent of the City. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff assigned to perform the services required under this Agreement.

21. Notice

Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed as shown below and shall be effective upon receipt thereof.

CITY:

Name: Heather Jennings
Title: Director of Finance/Treasurer
City of Santee

CONSULTANT:

Attn: Yvonne Zazueta, MHA
Title: Occupational Medicine Manager
Sharp Rees-Stealy Medical Group

CITY OF SANTEE
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10601 Magnolia Avenue
Santee, CA 92071

2929 Health Center Dr Floor 2
San Diego, CA 92123

22. Third Party Rights

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and the Consultant.

23. Severability and Waiver

The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the other provisions unenforceable, invalid or illegal. Waiver by any party of any portion of this Agreement shall not constitute a waiver of any other portion thereof.

24. Non-discrimination

Consultant will comply with all applicable federal, state and local laws, ordinances, and regulations, including the Americans with Disabilities Act (ADA), California Fair Employment and Housing Act (FEHA) and Title VII of the Civil Rights Act of 1964. Consultant will not discriminate in any way, against any person, on the ground of race, color, national origin, religion, religious creed, age (over 40), sex and gender (including pregnancy, childbirth, breastfeeding or related medical conditions), sexual orientation, gender identity, gender expression, disability (mental and physical), medical condition, genetic information, marital status, or military and veteran status, in connection with services under this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

CITY OF SANTEE:

By: _____
Wendy Kaserman
City Manager

CONSULTANT:

By: _____
Alan J. Bier, M.D.
President
Sharp Rees-Stealy Medical Group

APPROVED AS TO FORM:

BEST BEST & KRIEGER LLP

By: _____
Shawn Hagerty
City Attorney

EXHIBIT 'A'
SCOPE OF SERVICES

Sharp Rees-Stealy Medical Group's Occupational Health program provides the City of Santee with a comprehensive scope of services, including work injury treatment, physicals, health screenings, immunizations, fitness-for-duty exams, functional capacity evaluations, drug/alcohol testing, and other medical exams and testing (i.e. DMV, DOT, pre-employment, exposure monitoring), physical therapy and rehabilitation.

Core Services:

Work Injury Care & Management: Prompt evaluation and treatment of job-related injuries, including repetitive strain injuries and trauma, minor burns, cuts, etc.

Injury Prevention & Rehabilitation: Programs designed to help employees return to their pre-injury level of function through coordinated physical and rehabilitative occupational therapy.

Medical Surveillance Exams: Systematic health monitoring for employees exposed to specific workplace hazards, such as noise, respiratory risks, or toxic substances.

Fitness-for-Duty Evaluations: Certifications to ensure an employee is physically and mentally capable of performing essential job functions, often required for new hires or those returning from leave.

Functional Capacity Evaluations (FCE): Specialized testing to objectively determine a worker's physical capabilities and limitations.

Screening and Testing: Drug and alcohol screening.

Employment Physicals: Pre-placement exams tailored to specific job requirements.

Drug and Alcohol Testing: Regulatory-compliant screening programs.

Regulatory Compliance Exams: Includes Department of Transportation (DOT) physicals.

Immunizations: Routine and job-specific vaccinations, such as flu shots, Tdap, and Hepatitis B.

EXHIBIT 'B'
SCHEDULE OF CHARGES

Respirator Clearance Exam

Respirator Clearance Exam	\$73.00
Pulmonary Function Test	\$68.00
Chest 2 view	\$122.00 (if medically indicated)

PPD/TB Skin Test

PPD/TB	\$59.00 (includes nurse admin fee)
TB Questionnaire	\$25.00 (for prior positives)
Chest 1 view	\$84.00 (only if positive)

Respiratory questionnaire review only

\$44.00

Vaccines

<u>Flu shot</u>	\$27.00
TDap	\$110.00 (if needed)
MMR vaccine	\$125.00 (if needed)
Hepatitis B vaccine	\$168.00 per shot (if needed)
Hepatitis A vaccine	\$188.00 per shot (if needed)
Immunization Admin	\$70.00 (for initial vaccine)

Firefighter Preplacement Exam

Respirator Clearance/Preplacement Exam	\$73.00
Preplacement Exam Forms	\$15.00
CBC w/diff	\$26.00
Routine Urinalysis	\$7.00
Urine Drug screen eCup	\$54.00
Complete Metabolic	\$36.00
Lipid Panel	\$48.00
Pulmonary Function Test	\$68.00
Audio	\$54.00
Treadmill – Optional per physician (performed at the Genesee location only)	\$320.00
Specimen Collection/Prep	\$23.00
Chest xray 2 view– Optional per physician	\$122.00
TB Quantiferon Gold Test	\$200.00
Hepatitis B Vaccine each	\$168.00
(separate charge of \$70.00 for Immunization Admin fee)	
Ruboela titer	\$65.00
MMR Vaccine	\$125.00
Immunization Admin (for vaccines)	\$70.00
Fitness for Duty	\$331.00
	Per hour

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EXHIBIT 'C'
SCHEDULE OF ACTIVITY

Effective 1/13/2026:

As needed, continued services for occupational medicine for workplace injuries and illness, pre-employment exams and testing, health screenings, physicals, drug and alcohol testing and vaccinations.

The services are ordered and managed by the Human Resources and Risk Management Department and Fire Department Administrative and Management staff.



COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 10

MEETING DATE January 28, 2026

ITEM TITLE 2025 HOLIDAY CLOSURE RECAP

DIRECTOR/DEPARTMENT Wendy Kaserman, City Manager

SUMMARY

The City of Santee has successfully completed two holiday closures. The most recent closure occurred from Wednesday, December 24, 2025, through Friday, January 2, 2026.

Department heads reported that operations proceeded smoothly, with no service disruptions. Essential services remained operational during the closure period, and the only notable activity involved storm-related matters, which were addressed promptly and effectively. Community outreach and advance notifications to residents, vendors, and contractors have become standard practice and helped minimize concerns by ensuring all parties were informed well in advance of each closure.

As a reminder, on February 12, 2025, City Council approved continuation of the holiday closure program. Official holiday closure dates are determined annually by the City Manager in coordination with the Human Resources Department. Each closure period includes three (3) existing City-designated holidays and no more than five (5) closure days, with non-holiday closure days aligned to the most practical business days within the annual calendar.

FINANCIAL STATEMENT *WKC*

There is no direct cash-based fiscal impact to the City of Santee for the proposed holiday closure because the total dollar amount paid to staff would be the same if staff was working or using paid-time-off (accrued leave) hours. There is an economic impact in that the proposal increases the number of paid-time-off hours granted to employees.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *WKC*

No action is required. This item is provided for informational purposes only as an update to City Council.

ATTACHMENT

None



MEETING DATE January 28, 2026

ITEM TITLE PUBLIC HEARING FOR A MAJOR REVISION (MJR-2025-001) TO DEVELOPMENT REVIEW PERMIT (DR-2023-0002) TO CONSTRUCT TWO INDUSTRIAL BUILDINGS LOCATED AT 10990 N. WOODSIDE AVENUE IN THE LIGHT INDUSTRIAL (IL) ZONE AND CONSIDER THE ADDENDUM TO FINAL ENVIRONMENTAL IMPACT REPORT (ENV-2024-0003) AND DETERMINE THAT NO FURTHER ENVIRONMENTAL REVIEW IS NEEDED (APPLICANT: NORTH PALISADE OPCO, LLC)

DIRECTOR/DEPARTMENT Sandi Sawa, AICP, Planning & Building Department 

SUMMARY

Under the Development Review Permit (DR-2023-0002) previously approved by City Council on August 27, 2025 (Item #8), the project involved the demolition and removal of all existing on-site structures and construction of a single 300,145-square-foot industrial/warehouse building. Under the proposed Major Revision (MJR-2025-0001), the project would instead consist of two industrial/warehouse buildings totaling 290,618 square feet. Building 1 would include 135,708 square feet of warehouse space and 8,000 square feet of office space, and Building 2 would include 138,910 square feet of warehouse space and 8,000 square feet of office space. Overall, the revised project would reduce the total building area by 9,527 square feet compared to the approved project. Project improvements would also include on-site utilities, stormwater treatment facilities, and roadway improvements, including driveway widening, construction of a new eastbound turn lane into the site, and frontage improvements along the north side of North Woodside Avenue.

Each of the two buildings would include two grade-level truck doors and 25 dock-high truck doors, for a total of four grade-level truck doors and 50 dock-high truck doors. The previously proposed north-south truck courts are reconfigured into a single truck court located along the shared central north-south axis between the two buildings. The exterior design of the two buildings proposed under the Revision Project would remain substantially the same in style and color as the Approved Project. In addition to improving circulation and operational efficiency, this configuration provides greater noise isolation, as the truck court faces inward between the two buildings and is further shielded from adjacent off-site receptors by the intervening building mass and the 10-foot sound wall along the site's northern boundary. The project would also provide 296 passenger vehicle parking spaces.

The Project is consistent with the site's zoning and land use designation of Light Industrial (IL).

ENVIRONMENTAL REVIEW

An Addendum has been prepared in accordance with the California Environmental Quality Act (CEQA) Guidelines Section 15164 to the previously certified Final Environmental Impact Report (EIR) (State Clearinghouse No. SCH#2023090144), which was certified by the City Council. The Addendum evaluates minor modifications to the approved project related to noise



and confirms that the proposed changes do not result in any new significant environmental effects, do not substantially increase the severity of previously identified significant effects, and do not trigger any of the conditions described in CEQA Guidelines Sections 15162 or 15163 requiring preparation of a Subsequent or Supplemental EIR. The Addendum relies on the analysis, mitigation measures, and conclusions of the certified Final EIR. As identified in the Final EIR, areas of significant and unavoidable impact include Cultural Resources and Transportation, for which the City Council previously adopted a Statement of Overriding Considerations. The Addendum does not alter those conclusions.

FINANCIAL STATEMENT

Staff costs for application processing are paid on an actual cost recovery basis. Development Impact Fees are estimated to total \$1,173,515.24; however, fee amounts are calculated in accordance with the current fee schedule in effect at issuance of building permit.

CITY ATTORNEY REVIEW N/A Completed**RECOMMENDATION***WK*

1. Conduct and close the Public Hearing; and
2. Consider the Addendum to the previously certified Environmental Impact Report, prepared pursuant to CEQA Guidelines Section 15164, and determine that no further environmental review is required; and
3. Approve the Major Revision (MJR-2025-001) to Development Review Permit DR-2023-0002 per the attached Resolution.

ATTACHMENT

Staff Report
Resolution for Major Revision
CEQA Analysis
Project Plans

STAFF REPORT

**PUBLIC HEARING FOR A MAJOR REVISION (MJR 2025-0001) TO DEVELOPMENT REVIEW PERMIT (DR 2023-0002) TO CONSTRUCT TWO INDUSTRIAL BUILDINGS LOCATED AT 10990 N. WOODSIDE AVENUE IN THE LIGHT INDUSTRIAL (IL) ZONE
APPLICANT: NORTH PALISADE OPCO, LLC**

CITY COUNCIL MEETING JANUARY 28, 2026

Notice of the Public Hearing was published in the East County Californian and mailed by U.S. Mail to 49 contiguous property owners as well as 191 property owners within 1,000 feet of the project site and mailed or emailed to other interested parties, on January 16, 2026.



A. SITUATION AND FACTS

1. Requested by North Palisade Opco, LLC
2. Land Owner..... North Palisade Opco, LLC
3. Type and Purpose of Request..... Major Revision to Development Review Permit (DR-2023-0002) for two industrial buildings
4. Location..... 10990 N. Woodside Avenue
5. Site Area 13.49 acres
6. Number of lots..... One lot
7. Number of units Not applicable, Industrial use
8. Density Not applicable, Industrial use
9. Hillside Overlay No
10. Existing Zoning..... Light Industrial (IL)
11. Surrounding Zoning.....
North: Park Open Space (P/OS)
South: IL
East: General Industrial (IG)
West: IL
12. General Plan Designation IL
13. Existing Land Use Previous Drive-In Theatre & Swap Meet
14. Surrounding Land Use
North: San Diego River Corridor
South: Industrial
East: Industrial
West: Industrial
15. Terrain..... Generally Flat
16. Environmental Status Addendum (ENV-2025-0016) to Environmental Impact Report (ENV-2024-0003)
17. APN..... 381-070-52

18. Within Airport Influence Area.....Yes. The project is within Airport Influence Area 2 of Gillespie Field Airport Land Use Compatibility Plan.

B. BACKGROUND

Site History – The 13.5-acre project site was previously used as a drive-in movie theatre and swap meet. The drive-in theatre had been in operation since 1958 prior to its closing on December 31, 2023. The site continues to be used for a swap meet. The site is developed with a surface parking lot, two movie screens, two ticket booths and a building with restrooms and a snack bar. The site has been accessed by a driveway on North Woodside Avenue that travels approximately 400 feet to the north leading to the portion of the site where the drive-in theatre and swap meet is located.

Under the previously Development Review Permit (DR-2023-0002) approved by City Council on August 27, 2025 (Item #8), the project involved the demolition and removal of all existing on-site structures and construction of a single 300,145-square-foot industrial/warehouse building.

Project Description – Under the proposed Major Revision (MJR-2025-0001), the project would consist of two industrial/warehouse buildings totaling 290,618 square feet. Building 1 would include 135,708 square feet of warehouse space and 8,000 square feet of office space, and Building 2 would include 138,910 square feet of warehouse space and 8,000 square feet of office space. Overall, the revised project would reduce the total building area by 9,527 square feet compared to the approved project. Project improvements would also include on-site utilities, stormwater treatment facilities, and roadway improvements, including driveway widening, construction of a new eastbound turn lane into the site, and frontage improvements along the north side of North Woodside Avenue.

The revised site and building configuration reorients loading areas and truck courts toward the interior of the site and increases physical separation and screening between noise-generating activities and nearby sensitive receptors.

The building is designed to accommodate warehousing and distribution, manufacturing, assembly, research and development, and related office uses. All business operations would occur within the enclosed building, except for vehicle circulation, parking, loading and unloading within the truck courts, and movement of materials on-site via forklifts, pallet jacks, yard hostlers, and similar equipment. Truck trailers would primarily be serviced through dock-high doors located in the north and south truck courts. Building operations could occur 24 hours per day, seven days per week, with exterior loading and parking areas illuminated at night.

The Project is consistent with the site's zoning and land use designation of IL –

Light Industrial. A Major Revision for the Development Review Permit is needed due to the modifications in the floor plan and building placement.

C. ANALYSIS

Building Characteristics and Design – The Revision Project's design remains the same employing a variety of architectural strategies to create a contemporary, unified, and high-quality business park environment. The proposed buildings would be primarily constructed with concrete tilt-up panels. Building exteriors would feature varying textures, intrusions, and extrusions to create appropriately scaled building façades, similar to other industrial development located throughout the City and region. The building would be up to 50 feet in height and would accommodate warehousing and distribution, manufacturing, assembly, and/or research and development operations, and related office uses. The building would be painted with complementary neutral colors.

Each of the two buildings would include two grade-level truck doors and 25 dock-high truck doors, for a total of four grade-level truck doors and 50 dock-high truck doors. The previously proposed north–south truck courts are reconfigured into a single truck court located along the shared central north–south axis between the two buildings. The exterior design of the two buildings proposed under the Revision Project would remain substantially the same in style and color as the Approved Project. In addition to improving circulation and operational efficiency, this configuration provides greater noise isolation, as the truck court faces inward between the two buildings and is further shielded from adjacent off-site receptors by the intervening building mass and the 10-foot sound wall along the site's northern boundary. The project would also provide 296 passenger vehicle parking spaces.



Rendering of Proposed Building

Compatibility with Adjacent Land Uses - The land uses surrounding the Revision Project site consist of a mix of industrial, manufacturing, automotive,

commercial, open space, and residential uses. Specific land uses located in the immediate vicinity of the Revision Project site include the following:

North: San Diego River, with residential uses beyond

East: Industrial/manufacturing uses, Mission Park Court

South: Manufacturing/commercial uses, North Woodside Avenue, SR-67

West: Industrial/manufacturing uses, Wheatlands Court

Landscaping - The proposed project includes 38,761 square feet of drought-tolerant landscaping. Landscaping would be included along a majority of the perimeter of the property, except for a segment along the east property line where a concrete walkway is provided. Landscaping would consist of a mixture of vegetative ground cover, shrubs, and trees. Selected trees species include Carolina Laurel Cherry, Blue Palo Verde, Holly Oak, African Sumac, Coast Live Oak, Brisbane Box, Australian Willow, and Western Sycamore.

Traffic – The proposed Project would have two separate buildings instead of the single building approved under the Development Review Permit. In addition, the proposed Project is located within the same property, has a very similar development footprint, and proposes the same uses as the Approved Project. The Project would result in an overall reduction in building area of 9,527 square feet, which would therefore slightly reduce the overall construction intensity compared to the Approved Project. The Site Revision Project would also generate a similar or reduced number of employees, thereby resulting in similar or reduced VMT, though it is expected that VMT impacts would remain significant and unavoidable. As with the Approved Project, PDF-TRA-1 and mitigation measures MM-TRA-1 and MM-TRA-2 would be implemented by the proposed Site Revision Project. Because PDF-TRA-1 and mitigation measures MM-TRA-1 and MM-TRA-2 would be implemented, the overall building area would be slightly reduced, and there would be no increase in the number of employees commuting to the site, impacts related to transportation would not exceed those identified in the certified EIR. Thus, the Site Revision Project would not result in any new or more severe impacts related to transportation from those previously identified in the EIR. Also, the proposed Site Revision Project would not include any mitigation measures previously determined to be infeasible but would now be feasible, and there are no measures that the Applicant declines to adopt.

Soils and Grading - A preliminary geotechnical investigation for the project was prepared by NorCal Engineering dated March 20, 2024, and no geotechnical conditions were found that would preclude the construction of the proposed industrial project provided the recommendations in the report are followed.

The City of Santee Geotechnical/Seismic Hazard Map identifies the project site as Zone - C3, which is classified as Terrace Deposits/Older Alluvium. Zone C3 is considered to be generally to marginally susceptible to landslides. The project site

has a low to moderate liquefaction hazard and the expansion condition is variable.

Drainage and Water Quality – The developed 13.49-acre lot, which is relatively flat, currently slopes northwest of the site into the San Diego River with no on-site storm drain. Currently all surface water flows into the San Diego River. The proposed development includes construction of two new buildings, parking areas, walkways, two trash enclosures, landscaping, and on-site utilities including storm drain, water and sewer. On-site flows will be directed to an underground filtration chamber that is appropriately sized based on requirements from the County of San Diego. High flows will bypass the infiltration system via a diversion manhole and will overflow into a proposed storm drain headwall structure. A rip-rap pad at the headwall outlet will provide energy dissipation and will prevent slope erosion.

D. ENVIRONMENTAL REVIEW

Pursuant to the California Environmental Quality Act (CEQA), a Draft EIR (State Clearinghouse No. 2023090144) was prepared and circulated for public review from April 21, 2025, to June 2, 2025. Comments on the Draft EIR were received from one State agency, three organizations and 21 individuals. In addition, two comment letters were withdrawn. A Final EIR was prepared that addressed comments received on the Draft EIR. The Final EIR identified significant and unavoidable impacts related to Cultural Resources and Transportation. The demolition of the former Drive-In Theatre was found to be a substantial adverse change in the significance of a historic resource under CEQA. The project's Vehicle Miles Travelled per employee (VMT/employee) would exceed the applicable regional threshold. Even with mitigation measures for both of these issues, the Final EIR concluded that they could not be mitigated to be below significance. On August 27, 2025, the City Council certified the Final EIR and adopted a Statement of Overriding Considerations.

An Addendum has been prepared for the previously certified Final EIR for the proposed Major Revision in accordance with CEQA Guidelines Section 15164. The Addendum evaluates minor modifications to the approved project and confirms that the proposed changes do not result in any new significant environmental effects, do not substantially increase the severity of previously identified significant effects, and do not trigger any of the conditions described in CEQA Guidelines Sections 15162 or 15163 requiring preparation of a Subsequent or Supplemental EIR. The Addendum relies on the analysis, mitigation measures, and conclusions of the certified Final EIR. As identified in the Final EIR, areas of significant and unavoidable impact include Cultural Resources and Transportation, for which the City Council previously adopted a Statement of Overriding Considerations. The Addendum does not alter those conclusions. Pursuant to CEQA Guidelines Section 15164, the Addendum has been prepared and does not require public circulation.

E. ESTIMATED FEES

Development of the proposed project would require the payment of the following Development Impact Fees. The amounts shall be calculated in accordance with current fee ordinances in effect at issuance of building permit.

Building 1 – 135,708sf of warehouse and 8,000sf of office area:

a.	Traffic Signal	\$ 8,487.52 (Office)	or	\$ 1,060.94/1000sf
b.	Traffic Mitigation	\$ 60,617.68 (Office)	or	\$ 7,577.21/1000sf
c.	Drainage	\$ 5,153.28 (Office)	or	\$ 644.16/1000sf
d.	Fire Facilities Fee	\$ 15,912.64 (Office)	or	\$ 1,989.08/1000sf
e.	Long Range Plan	\$ 714.48 (Office)	or	\$ 89.31/1000sf
f.	Administration Fee	\$ 1,817.76 (Office)	or	\$ 272.22/1000sf
g.	Traffic Signal	\$ 33,313.60 (Industrial)	or	\$ 245.48/1000sf
h.	Traffic Mitigation	\$ 237,924.62 (Industrial)	or	\$ 1,753.21/1000sf
i.	Drainage	\$ 179,274.34 (Industrial)	or	\$ 1,321.03/1000sf
j.	Fire Facilities Fee	\$ 26,993.68 (Industrial)	or	\$ 198.91/1000sf
k.	Long Range Plan	\$ 1,213.23 (Industrial)	or	\$ 8.94/1000sf
l.	Administration Fee	\$ 9,574.20 (Industrial)	or	\$ 70.55/1000sf

Total: \$ 580,997.03

Building 2 – 138,910sf of warehouse and 8,000sf of office area:

m.	Traffic Signal	\$ 8,487.52 (Office)	or	\$ 1,060.94/1000sf
n.	Traffic Mitigation	\$ 60,617.68 (Office)	or	\$ 7,577.21/1000sf
o.	Drainage	\$ 5,153.28 (Office)	or	\$ 644.16/1000sf
p.	Fire Facilities Fee	\$ 15,912.64 (Office)	or	\$ 1,989.08/1000sf
q.	Long Range Plan	\$ 714.48 (Office)	or	\$ 89.31/1000sf
r.	Administration Fee	\$ 1,817.76 (Office)	or	\$ 272.22/1000sf
s.	Traffic Signal	\$ 34,099.63 (Industrial)	or	\$ 245.48/1000sf
t.	Traffic Mitigation	\$ 243,538.40 (Industrial)	or	\$ 1,753.21/1000sf
u.	Drainage	\$ 183,504.28 (Industrial)	or	\$ 1,321.03/1000sf
v.	Fire Facilities Fee	\$ 27,630.59 (Industrial)	or	\$ 198.91/1000sf
w.	Long Range Plan	\$ 1,241.86 (Industrial)	or	\$ 8.94/1000sf
x.	Administration Fee	\$ 9,800.10 (Industrial)	or	\$ 70.55/1000sf

Total: \$ 592,518.21

F. STAFF RECOMMENDATION

1. Conduct and close the public hearing; and
2. Consider the Addendum to the previously certified Environmental Impact Report, prepared pursuant to CEQA Guidelines Section 15164, and determine that no further environmental review is required; and
3. Approve the Major Revision to Development Review Permit DR-2023-0002 per the attached Resolution.

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RESOLUTION FOR A MAJOR REVISION (MJR-2025-0001) TO DEVELOPMENT REVIEW PERMIT (DR-2023-0002) FOR TWO INDUSTRIAL BUILDINGS LOCATED AT 10990 N. WOODSIDE AVENUE IN THE LIGHT INDUSTRIAL (IL) ZONE AND CONSIDER THE ADDENDUM TO FINAL ENVIRONMENTAL IMPACT REPORT (ENV-2024-0003) AND DETERMINE THAT NO FURTHER ENVIRONMENTAL REVIEW IS NEEDED

APPLICANT: North Palisade Opc, LLC

APN: 381-070-52-00

RELATED CASE FILES: DR-2023-0002, P2023-1, & ENV-2024-0003

WHEREAS, on February 14, 2025, North Palisade Opc, LLC submitted a complete application for Development Review Permit (DR-2023-0002) and Conditional Use Permit (P2023-1) to construct a 300,145 square-foot industrial building located at 10990 N. Woodside Avenue in the Light Industrial (IL) zone; and

WHEREAS, on August 27, 2025, City Council approved Development Review Permit (DR-2023-0002) and Conditional Use Permit (P2023-1); and

WHEREAS, Section 13.04.060 of the Santee Municipal Code (SMC) requires a Major Revision Permit for modifications to approved site plans, conceptual grading plans, landscape plans, or development review plans that otherwise are not defined as minor; and

WHEREAS, on September 16, 2025, North Palisade Opc, LLC submitted an application for a Major Revision (MJR-2025-0001) to modify the previously approved project by changing from one to two buildings; and

WHEREAS, the site can be adequately served by all required utilities and public services; and

WHEREAS, the proposed project is located within the Airport Influence Area 2 of Gillespie Field and requires overflight notification; and

WHEREAS, the project is subject to the payment of development impact fees in effect at the time of issuance of building permits; and

WHEREAS, development impact fees ensure that new development will not burden the existing service population with the cost of facilities required to adequately support new development; and

WHEREAS, new development requires the construction of capital improvements, including, without limitation, drainage improvements, traffic improvements, traffic signals, public park facilities, community facilities, other public improvements, public services, and community amenities; and

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WHEREAS, the purpose of the development impact fees imposed on the subject project is to provide a funding source from the project to fund-related capital improvements that serve the project, specifically drainage improvements, traffic improvements and traffic signals; and

WHEREAS, it is in the interest of the public's health, safety and welfare for the project to pay the costs of constructing these public facilities that are reasonably related to the impacts of the project; and

WHEREAS, a reasonable relationship exists between the use of the development impact fees and the project as capital improvements funded by these fees are expected to provide a citywide network of parks, public facilities, drainage and traffic-related facilities beneficial to the project; and

WHEREAS, the project's facilities need, specifically the need for parks, public facilities, drainage, traffic and traffic signal facilities, is based on the project's residential classification, the demand generated by the project for those facilities, and the project's corresponding fair share contribution toward funding of said needed facilities; and

WHEREAS, the development impact fees established for the project are based in accordance with current fee ordinances in effect at issuance of the building permit; and

WHEREAS, the project is consistent with the applicable General Plan Land Use Designation, all applicable General Plan policies, and the Zoning Ordinance land use regulations; and

WHEREAS, the subject project is not subject to Measure N as the project is not a General Plan amendment, within a Planned Development Area, a new Specific Planning Area, nor would it increase the residential density permitted by law, make changes to the General Plan Residential Land Use categories that would intensify use, make changes to the land use designation of any parcel in a manner that intensifies use, nor make changes to slope criteria, minimum parcel sizes, or lot averaging provisions of the General Plan that would permit increased density or intensity of use; and

WHEREAS, the Planning & Building Department scheduled Major Revision (MJR-2025-0001 to Development Review Permit (DR-2023-0002) for public hearing on January 28, 2026; and

WHEREAS, on January 28, 2026, the City Council held a duly advertised public hearing on Major Revision (MJR-2025-0001); and

WHEREAS, the City Council considered the Staff Report, Addendum to the Certified Environmental Impact Report (State Clearinghouse No. SCH#2023090144), all recommendations by staff, public testimony, and all other relevant information contained in the administrative record regarding the project.

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NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santee, California, after considering the evidence presented at the public hearing, as follows:

SECTION 1: On January 28, 2026, the City Council considered the Addendum to the Certified Environmental Impact Report (State Clearinghouse No. SCH#2023090144) and determined that no further environmental review is required.

SECTION 2: The findings in accordance with Section 13.04.060 of the SMC for a Major Revision are made as follows:

- A. *The proposed development meets the purpose and design criteria prescribed in these procedures and other pertinent sections of the zoning ordinance and municipal code.*

That the proposed development, as conditioned, meets the purpose and design criteria prescribed in the Zoning Ordinance and the Municipal Code because the project complies with the IL zone including parking, landscaping, and building setbacks. In addition, the project design is consistent with the requirements of the Fire Code, and all proposed improvements will meet the public works standards of the City. The parking requirement would be met by providing 296 spots.

- B. *The proposed development is compatible with the General Plan.*

The proposed development conforms to the Santee General Plan. The project proposes two industrial/warehouse buildings which is consistent with the IL designation in the Land Use Element of the General Plan. The project is consistent with the General Plan's goals and policies promoting employment-generating uses, economic vitality, and compatible site design.

SECTION 3: MJR-2025-0001 is hereby approved subject to the following Development Review Permit, Conditional Use Permit, and Environmental conditions:

ANY PERMIT: Prior to the approval of any plan, issuance of any permit, and prior to occupancy or use of the premises in reliance of this permit, the applicant shall complete the following to the satisfaction of the applicable Department.

1. All construction shall be in substantial conformance with the project plans approved on January 28, 2026, and as amended by this Resolution. (All Departments)
2. The applicant shall comply with all applicable requirements of the SMC, Land Development Manual, and Public Works Standards of the City of Santee. (All Departments)
3. The applicant shall obtain building permits, as necessary, for the proposed work in compliance with all applicable SMC sections, Uniform Building Code, California Building Code (CBC), Uniform Plumbing Code, National Electric Code,

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Uniform Mechanical Code, Public Works Standards of the City of Santee, and all requirements of the Fire Department. (All Departments)

4. The project shall comply with all "Project Design Features" outlined in the Final EIR. (Planning)
5. The project shall be in compliance with the adopted California Building Standards Code at the time of building permit application and shall be subject to expirations for plan review per SMC Section 11.04.030 (Building)
6. All building permits are subject to expiration pursuant to CBC Section 105. (Building)
7. This project is subject to the requirements for persons with disabilities outlined in CBC Title 24, Part 2, Section 11B (Accessibility Standards). (Building)
8. Following project approval and prior to any plan submittals, the applicant may schedule with the City Project Planner a post approval meeting to discuss the project conditions of approval, timing of design and construction and implementation of the project conditions. The applicant should include their project design team including project architect, their design engineer and their landscape architect. (Planning)
9. Minor or Major Revisions to the Development Review Permit, such as changes to the building elevations, site design, or landscaping design, shall be approved by the Planning & Building Director unless in the Director's judgment, a Major Revision should be reviewed by the City Council. (Planning)
10. The Project shall comply with Fire Protection Technical Report prepared by YCI Building Compliance Solutions. The additional fire protection measures recommended in this report are required unless otherwise approved by the Fire Marshal. The Fire Protection Technical Report shall be submitted with the grading and building permit applications when submitted to the City of Santee for approval. The mitigating measures in the Hazard Analysis and Mitigation shall also be implemented at all applicable times throughout construction of the Project. (Fire)
11. Per the Fire Protection Technical Report, fire apparatus access from Woodside Avenue is proposed to be via an approximately 60'-0" wide, two-way, privately maintained driveway that will enhance the reliability of fire access to the building. The drive width is made as wide as possible and terminates in a cul-de-sac. The driveway access points to the site from the cul-de-sac are 30'-40' wide, which are both wider than the 26' aerial access road minimum requirement. The driveway terminates in a cul-de-sac with a radius of 50' allowing ample maneuvering and turn-around for fire apparatus and emergency responder vehicles. The fire access roadway that extends onsite would be provided on all

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sides of the building, giving fire personnel full access to the structure. In addition, exit doors would be installed at 125' on-center, around the perimeter of the building. (Fire)

GRADING PERMIT: Prior to approval of any grading plans and issuance of any grading permits, the applicant shall complete the following to the satisfaction of the applicable Department.

12. A landscape plan shall be submitted that meets the requirements of the City's Water Efficient Landscape Ordinance. The landscape plan shall be prepared by a licensed landscape architect, and the landscaping shall be to the satisfaction of the Planning & Building Director. (Planning)
13. Landscaping shall not use plants listed on California Invasive Plant list. Locally native plants shall be used near open space and native areas to the greatest extent feasible. (Planning)
14. Parking lot lights shall not exceed 25 feet in overall height from finished grade and shall be fully-shielded so as not to cause glare on adjacent properties. (Planning)
15. The on-site, looped, private fire service main shall be provided with two points of connection to the public water source. (Fire)
16. **Precise Grading Plans** shall be submitted to the Engineering Department for review and acceptance. (Engineering)
 - a. Horizontal and vertical control for all plans shall be obtained from ROS 11252 and shall be prepared at an engineering scale of 1"=20' unless otherwise approved by the City project engineer.
 - b. All recommended measures identified in the approved geotechnical study shall be incorporated into the project design and construction.
 - c. Grading plans shall include preliminary recommendations for all pavement design sections within the project limits. The pavement structural section shall be designed based on the "R" value method using a minimum traffic index of 4.0 for Automobile Parking Stalls, 5.5 for Light Vehicle Circulation Areas and 7.0 for Heavy Truck Access Areas. Structural sections shall consist of asphalt concrete over approved aggregate base material. Minimum concrete section shall be 5 1/2 inches PCC over compacted, non-expansive soil. Mix design shall be a minimum class 520-C-2500. R-value test data and design calculations shall be submitted for approval to the Engineering Department a minimum of seven days prior to placement of paving. The pavement design report shall conform to City of Santee Form

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435 – PAVEMENT DESIGN AND R-VALUE TEST SUBMITTAL PROCEDURES.

d. Grading plans shall be one hundred percent (**100%**) complete at the time of plan check submittal, be prepared in accordance with City guidelines and be ready for acceptance by the City. Partial or incomplete submittals will not be accepted for plan check. The applicant shall make an electronic submittal via the City of Santee Permitting and Licensing Portal. The items to be submitted include but are not limited to the following:

- 1) 100% complete Grading, landscape, and irrigation plans.
- 2) A completed grading permit application.
- 3) Estimate for the cost of construction.
- 4) Drainage Study specified here within.
- 5) Storm Water Quality Management Plan specified here within.
- 6) Operation & Maintenance (O&M) plan specified here within.
- 7) Storm Water Pollution Prevention Plan specified here within.
- 8) Geotechnical Study specified here within.
- 9) Hydraulic Study and Hydraulic Analysis specified here within.
- 10) Letters of permission from any adjoining property owners if grading is proposed off-site. Letters shall be in a form acceptable to the City.
- 11) Letters of acknowledgement signed and sealed, from each design consultant acknowledging City ownership of all construction drawings following City approval as specified here within.
- 12) Resolution of Approval approving the project.

In addition to the above electronic submittal requirements, one hard copy of the above-mentioned full-sized plans, documents and reports shall be provided to the project engineer. Plan check and inspection fees shall be paid in accordance with the City Fee Schedule. The amount due will be determined by staff after the initial intake. To begin the review process, fees must be paid in full.

17. Provide a geotechnical study prepared in accordance with the Santee General Plan. The investigation will be subject to independent third-party review to be paid for by the applicant. The applicant shall place a deposit with the Engineering Department in an amount satisfactory to the Director of Engineering/City Engineer to cover the cost of the review. All recommended measures identified in the approved study shall be incorporated into the project design. The Geotechnical/Seismic Hazard Study for the Safety Element of the Santee General Plan which details, in Table A-1, study criteria necessary to conform to the General Plan requirements, can be accessed from the City's website. (Engineering)

a. The geotechnical report shall analyze any proposed infiltration techniques (trenches, basins, dry wells, permeable pavements with underground

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reservoir for infiltration) for any potential adverse geotechnical concerns. Geotechnical conditions such as: slope stability, expansive soils, compressible soils, seepage, groundwater depth, and loss of foundation or pavement subgrade strength should be addressed, and mitigation measures provided.

18. The applicant shall pay all development impact fees in effect at the time of issuance of building permits. Effective July 1st, 2025, the fees for Buildings 1 and 2 are estimated to be as follows:

Building 1 – 135,708sf of warehouse and 8,000sf of office area:

a. Traffic Signal	\$ 8,487.52 (Office)	or	\$ 1,060.94/1000sf
b. Traffic Mitigation	\$ 60,617.68 (Office)	or	\$ 7,577.21/1000sf
c. Drainage	\$ 5,153.28 (Office)	or	\$ 644.16 /1000sf
d. Fire Facilities Fee	\$ 15,912.64 (Office)	or	\$ 1,989.08 /1000sf
e. Long Range Plan	\$ 714.48 (Office)	or	\$ 89.31 /1000sf
f. Administration Fee	\$ 1,817.76 (Office)	or	\$ 272.22 /1000sf
g. Traffic Signal	\$ 33,313.60 (Industrial)	or	\$ 245.48/1000sf
h. Traffic Mitigation	\$ 237,924.62 (Industrial)	or	\$ 1,753.21/1000sf
i. Drainage	\$ 179,274.34 (Industrial)	or	\$ 1,321.03 /1000sf
j. Fire Facilities Fee	\$ 26,993.68 (Industrial)	or	\$ 198.91 /1000sf
k. Long Range Plan	\$ 1,213.23 (Industrial)	or	\$ 8.94 /1000sf
l. Administration Fee	\$ 9,574.20 (Industrial)	or	\$ 70.55 /1000sf

Total: \$ 580,997.03

Building 2 – 138,910sf of warehouse and 8,000sf of office area:

m. Traffic Signal	\$ 8,487.52 (Office)	or	\$ 1,060.94/1000sf
n. Traffic Mitigation	\$ 60,617.68 (Office)	or	\$ 7,577.21/1000sf
o. Drainage	\$ 5,153.28 (Office)	or	\$ 644.16 /1000sf
p. Fire Facilities Fee	\$ 15,912.64 (Office)	or	\$ 1,989.08 /1000sf
q. Long Range Plan	\$ 714.48 (Office)	or	\$ 89.31 /1000sf
r. Administration Fee	\$ 1,817.76 (Office)	or	\$ 272.22 /1000sf
s. Traffic Signal	\$ 34,099.63 (Industrial)	or	\$ 245.48/1000sf
t. Traffic Mitigation	\$ 243,538.40 (Industrial)	or	\$ 1,753.21/1000sf
u. Drainage	\$ 183,504.28 (Industrial)	or	\$ 1,321.03 /1000sf
v. Fire Facilities Fee	\$ 27,630.59 (Industrial)	or	\$ 198.91 /1000sf
w. Long Range Plan	\$ 1,241.86 (Industrial)	or	\$ 8.94 /1000sf
x. Administration Fee	\$ 9,800.10 (Industrial)	or	\$ 70.55 /1000sf

Total: \$ 592,518.21

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Development Impact Fee amounts shall be calculated in accordance with current fee ordinances in effect at issuance of building permit. Fees shall be adjusted on an annual basis in accordance with the Municipal Code. To be eligible for credits, the applicant shall provide the existing livable building square footage certified by their engineer of work to the Director of Engineering for approval for use in calculating the final fee amounts.

19. Following issuance of a grading permit the applicant shall complete rough grading in accordance with the approved grading plans and the recommendations of the project's geotechnical engineer. Following completion of the rough grading and prior to issuance of any building permits, provide original signed and sealed pad compaction certification from the geotechnical engineer and original signed and sealed pad elevation certification from the project civil engineer to the City project engineer. (Engineering)
20. Provide a drainage study prepared by a registered Civil Engineer, with demonstrated expertise in drainage analysis and experience in fluvial geomorphology and water resources management. Storm drainage shall be designed to adequately convey storm water runoff without damage or flooding of surrounding properties or degradation of water quality. (Engineering)
 - a. The drainage study shall identify and calculate storm water runoff quantities expected from the site and upstream of the site and verify the adequacy of all on-site or off-site facilities necessary to discharge this runoff. The drainage system design shall be capable of collecting and conveying all surface water originating within the site, and surface water that may flow onto the site from upstream lands and shall be in accordance with the latest adopted Master Drainage Plan, the requirements of the City of Santee Public Works Standards, including analysis of the 10-year, 50-year and 100-year frequency storms, and be based on full development of upstream areas.
 - b. The drainage study shall compute rainfall runoff characteristics from the project area including, at a minimum, peak flow rate, flow velocity, runoff volume, time of concentration, and retention volume. These characteristics shall be developed for the 10-year, 50-year and 100-year frequency six-hour storm during critical hydrologic conditions for soil and vegetative cover. Storm events shall be developed using isopluvial maps and in accordance with the San Diego County Hydrology Manual.
21. Provide a Storm Water Quality Management Plan (SWQMP) prepared in accordance with the City of Santee Storm Water Ordinance and in accordance with the City of Santee Best Management Practices (BMP) Design Manual dated February 2016. The SWQMP must include best management practices (BMPs) to address water quality and hydromodification. An Operation and Maintenance

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Plan describing maintenance requirements and costs for BMP maintenance and provision of maintenance verification shall be provided. (Engineering)

The SWQMP shall include the following:

- a. Develop and implement appropriate Best Management Practices (BMPs) to ensure that the project does not increase pollutant loads from the site. A combination of respective storm water BMPs, including Site Design, Source Control, and Structural Treatment Control shall be implemented in accordance with the approved SWQMP.
- b. The project design shall incorporate Low Impact Development (LID) and site design BMPs to minimize directly connected impervious areas and to promote infiltration using LID techniques as outlined in the County of San Diego's LID handbook. Parking areas shall be designed to drain to landscape areas. Private roads shall be designed to drain to vegetated swales or landscaped areas.
- c. The site shall comply with full trash capture requirements by providing completely enclosed trash and recycling enclosures, and fitting all storm drain inlets with a State certified grate/screen or trash rack. Said devices must be designed to capture debris of 5 mm or greater, while preventing flooding potential. In addition, any adjacent public storm drain inlet structure to which the site discharges must also be retrofitted with trash capture devices. The device which shall be used for public inlets is the ADS FlexStorm Connector Pipe Screen system or approved equal.
- d. All inlets must be labeled with concrete stamp or equivalent - stating, "No Dumping - Drains to River". If work is performed on a public inlet, the public inlet must be labeled with the following standard specification: Public storm drain inlet markers shall be 4" diameter, stainless steel, natural embossed, inlet marker as manufactured by Almetek Industries or approved equal. Marker shall contain/state "No Dumping" with "Fish w/ Wave" symbol and "Drains to Waterways" legend. Marker shall contain 2" long x 1/4" diameter threaded rod and shall be installed flush and wet-set in top of inlet, centered on width of inlet opening.
- e. Down spouts and HVAC systems are not permitted to be connected to any storm drain conveyance system. All non-storm water discharges must either drain to landscaped areas or be plumbed to the sewer.
- f. Fire suppression systems must be designed to be able to discharge to a sewer clean out for all maintenance and testing activities or otherwise captured and contained on-site.

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- g. California native/drought-tolerant plants shall be used to the maximum extent feasible to minimize the need for irrigation. Where irrigation is necessary, then the system shall be designed and installed to prevent overspray or irrigation runoff during normal operations and during a break in the line.
- h. Provide a narrative in the source control section regarding the types of material to be stored outdoors and how materials shall be covered and/or protected from the outside elements and be stored above the finished grade to prevent contact with the storm water runoff.
- i. The final project submittal shall include a standalone Operation and Maintenance (O&M) Plan in accordance with the City of Santee BMP Design Manual.

22. Construction Site Storm Water Compliance (Engineering)

- a. Provide proof of coverage under the General Permit for Discharges of Storm Water Associated with Construction Activity (Construction General Permit, WQ 2022-0057-DWQ) prior to start of construction. This project disturbs one or more acres of soil or disturbs less than one acre but is part of a larger common plan of development that in total disturbs one or more acres. Construction activity subject to this permit includes clearing, grading and disturbances to the ground such as stockpiling, or excavation.
- b. Submit a copy of the draft project specific Storm Water Pollution Prevention Plan (SWPPP) to the City for review and approval. The Construction SWPPP should contain a site map(s) which shows the construction site perimeter, existing and proposed buildings, lots, roadways, storm water collection and discharge points, general topography both before and after construction, and drainage patterns across the project. The Construction SWPPP must list Best Management Practices (BMP's) the applicant will use to protect storm water runoff and the placement of those BMP's. Section XIV of the Construction General Permit describes the SWPPP requirements.

ROUGH GRADING: Prior to any grading or site preparation activities the applicant shall complete the following to the satisfaction of the applicable Department.

- 23. Prior to the start of construction activities and issuance of grading permits, the Project applicant, or its designee, shall ensure that all 75 horsepower or greater diesel-powered equipment are powered with California Air Resources Board (CARB)-certified Tier 4 Interim engines or better. (Planning)
- 24. A “noise disturbance coordinator” shall be established. The noise disturbance coordinator shall be responsible for responding to any local complaints about

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construction noise. The noise disturbance coordinator shall determine the cause of the noise complaint (e.g., starting too early, bad muffler) and shall be required to implement reasonable measures to reduce noise levels. (Planning)

25. Construct a masonry 10'-0" tall approximately 568-foot-long wall along the northern perimeter of the project site as well as designed and constructed to provide acoustical attenuation. A portion of this wall will include an overlapping wall section to allow for drainage and access. The Project will begin the installation of this wall concurrently with the commencement of rough grading and complete its installation prior to the start of precise grading. A separate building permit shall be required for this improvement. (Planning)
26. Construction equipment with a manufacturer's noise rating of 85 dBALMAX or greater, may only operate at a specific location for 10 consecutive workdays. If work involving such equipment will be operating for more than 10 consecutive workdays, a notice must be provided to all property owners and residents within 300 feet of the site no later than 10 days before the start of construction. A sign, legible at a distance of 50 feet, shall also be posted at the construction site. All notices and the signs must be approved by the City and shall indicate the dates and durations of construction activities, as well as a telephone number for a noise disturbance coordinator. (Planning)
27. In conformance with CEQA, the Migratory Bird Treaty Act and the California Fish and Game Code, brushing, clearing and /or grading shall not be allowed during bird breeding season (between January 15 and September 15). If vegetation is to be cleared during the breeding season, a qualified biologist shall perform a nesting bird survey within the proposed construction area and appropriately sized buffer no more than 72 hours prior to vegetation disturbance. If the planned vegetation disturbance does not occur within 72 hours of the nesting bird survey, then the area will be resurveyed. If nesting birds are found, then the qualified biologist will establish an adequate buffer zone (on a species-by species, case-by-case basis) in which construction activities would be prohibited until the nest is no longer active. The size of the buffer zone is determined by the biologist based on the amount, intensity, and duration of construction and can be altered based on site conditions. If appropriate, as determined by the biologist, additional monitoring of the nesting birds may be conducted during construction to ensure that nesting activities are not disrupted. (Planning)
28. In areas near or adjacent to Environmentally Sensitive Areas, construction limits shall be clearly demarcated using highly visible barriers (such as silt fencing), which shall be installed under the supervision of a qualified biologist prior to the commencement of work. Construction personnel shall strictly limit their activities, vehicles, equipment, and construction materials to the project footprint, including designated staging areas, and routes of travel. The construction areas shall be limited to the minimal area necessary to complete the proposed project. The

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fencing shall remain in place until the completion of all construction activities and shall be promptly removed when construction is complete. (Planning)

29. A qualified biological monitor shall conduct construction monitoring of all work conducted within/adjacent to environmentally sensitive areas during all vegetation removal and ground-disturbing activities such as staging and grading, for the duration of the proposed project to ensure that practicable measures are being employed to avoid incidental disturbance of habitat outside the project footprints and to survey for sensitive wildlife species. When vegetation removal and ground-disturbing activities are not occurring, as-needed monitoring at the project sites shall occur. (Planning)
30. In areas near or adjacent to Environmentally Sensitive Areas, a qualified biologist shall conduct a Worker Environmental Awareness Program (WEAP) training session for project and construction personnel prior to the commencement of work. The training shall include a description of the species of concern and their habitats, the general provisions of the Endangered Species Acts (FESA and CESA), the penalties associated with violating the provisions of the acts, the general measures that are being implemented to conserve the species of concern as they relate to the project, and the access routes to and project site boundaries. (Planning)
31. Prior to the start of ground-disturbing activities, the project paleontologist shall conduct a paleontological resource training workshop to be attended by earth excavation personnel. (Planning)
32. Prior to the start of ground-disturbing activities, the applicant shall retain a qualified archaeologist who meets the Secretary of the Interior's Professional Qualifications Standards for archaeology (U.S. Department of the Interior 2012). The applicant shall also retain a Native American monitor of Kumeyaay decent. (Planning)
33. The qualified archaeologist shall conduct cultural resources sensitivity training for all construction personnel. Construction personnel shall be informed of the types of archaeological resources that may be encountered, and of the proper procedures to be enacted in the event of an inadvertent discovery of archaeological resources or human remains. The applicant shall ensure that construction personnel attend the training and sign an attendance acknowledgement form. The applicant shall retain documentation demonstrating attendance. (Planning)
34. Prior to delivery of combustible materials to the Project site, fire apparatus access roads shall be installed leading to within 150 feet of any area where combustible materials will be placed. These fire apparatus access roads must provide all weather driving capabilities and support the weight of a fire apparatus (78,000 lbs.). The first layer of asphalt is permitted. All underground utilities including fire

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mains, fire hydrants and fire service underground devices shall be installed prior to the delivery of combustible materials. (Fire)

DURING GRADING: During any grading, site preparation or construction activities, the applicant shall complete the following conditions to the satisfaction of the applicable Department:

35. All vehicles, equipment, tools, and supplies shall stay within the limits of the impact area. (Planning)
36. During construction activities, the following best management practices (BMPs) shall be implemented:
 - a. All equipment maintenance, staging, and dispensing of fuel, oil, or any other such activities shall occur in developed or designated non-sensitive upland habitat areas. The designated upland areas shall be located to prevent runoff from any spills from entering Waters of the US.
 - b. construction Storm Water Pollution Prevention Plan (SWPPP) and a soil erosion and sedimentation plan shall be developed (where requirements are met) to minimize erosion and identify specific pollution prevention measures that shall eliminate or control potential point and nonpoint pollution sources on site during and following the project construction phase. The SWPPP shall identify specific BMPs during project construction to prevent any water quality standard exceedances. In addition, the SWPPP shall contain provisions for changes to the plan such as alternative mechanisms, if necessary, during project design and/or construction to achieve the stated goals and performance standards.
 - c. Trash shall be stored in closed containers so that it is not readily accessible to scavengers and shall be removed from the construction site on a daily basis.
 - d. Water quality shall be visually monitored by the biological monitor to ensure that no substantial increases in turbidity occur during construction.
 - e. All relevant natural resource permits and authorizations shall be obtained from appropriate agencies (i.e., USACE, RWQCB, and CDFW) prior to the initiation of construction activities. Permit conditions contained within the permits and authorizations shall be employed throughout the duration of the project.
 - f. Hydrologic connectivity shall be maintained within drainages during the duration of construction. Brush, debris material, mud, silt, or other pollutants from construction activities shall not be placed within drainages and shall not be allowed to enter a flowing stream.
 - g. Dust control measures shall be implemented by the contractor to reduce excessive dust emissions. Dust control measures shall be carried out at least two times per day on all construction days, or more during windy or dry periods, and may include wetting work areas, the use of soil binders on dirt roads, and wetting or covering stockpiles.

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- h. No pets shall be allowed in, or adjacent to, the project sites.
- i. Rodenticides, herbicides, insecticides, or other chemicals that could potentially harm wildlife or native plants shall not be used near or within Environmentally Sensitive Areas within or near the roadway segments.
- j. Construction equipment shall be cleaned of mud or other debris that may contain invasive plants and/or seeds and inspected to reduce the potential of spreading noxious weeds before mobilizing to the site and before leaving the site during the course of construction.
- k. The cleaning of equipment will occur at least 300 feet from Environmentally Sensitive Area fencing. (Planning)

37. The construction contractor shall use construction equipment powered by California Air Resources Board certified Tier 4, or newer, engines and haul trucks that conform to current U.S. Environmental Protection Agency truck standards. (Planning)

38. The on-site construction superintendent shall ensure implementation of standard BMPs as required by the San Diego Air Pollution Control District (SDAPCD) Rules 50, 51, 52, 54 and 55 Fugitive Dust Control. (Planning)

39. The on-site construction superintendent shall ensure implementation of applicable California Department of Resources Recycling and Recovery (CalRecycle) Sustainable (Green) Building Program Measures, as specified on the CalRecycle website. (Planning)

40. The Construction Contractor shall ensure that construction of the project complies with the recommendations identified in the project specific geotechnical investigation. Recommendations related to general construction, seismic considerations, earthwork, foundations, building floor slabs, lateral earth pressures, corrosivity, drainage, storm infiltrations, exterior concrete and masonry flatwork and paved areas shall be adhered to during all project design and construction. (Planning)

41. All feasible noise reducing strategies should be implemented where possible including:

- a. Ensuring that construction equipment is properly maintained and equipped with noise control components, such as mufflers, in accordance with manufacturers' specifications;
- b. Re-routing of construction equipment away from adjacent noise-sensitive uses;
- c. Locating noisy construction equipment away from surrounding noise-sensitive uses;
- d. Using sound aprons or temporary noise enclosures around noise-generating equipment;

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- e. Positioning storage of waste materials, earth, and other supplies in a manner that will function as a noise barrier for surrounding noise-sensitive uses;
- f. Using the quietest practical type of equipment;
- g. Using electric powered equipment instead of diesel or gasoline engine powered equipment;
- h. Using shrouding or shielding and intake and exhaust silencers/mufflers; and
- i. Any other effective and feasible strategies to reduce construction noise exposure for surrounding noise-sensitive uses. (Planning)

42. All idling equipment shall be turned off when not in use. (Planning)

43. Equipment shall be properly serviced and maintained to manufacturers standards ensuring that vehicles and their loads are secured from rattling and banging. (Planning)

44. The qualified archaeologist, or an archaeological monitor (working under the direct supervision of the qualified archaeologist), shall observe all initial ground-disturbing activities, including but not limited to brush clearance, vegetation removal, grubbing, grading, and excavation. The qualified archaeologist, in coordination with the applicant and the City, may reduce or discontinue monitoring if it is determined by the qualified archaeologist that the possibility of encountering buried archaeological deposits is low based on observations of soil stratigraphy or other factors. Archaeological monitoring shall be conducted by an archaeologist familiar with the types of archaeological resources that could be encountered within the project site. The archaeological monitor shall be empowered to halt or redirect ground-disturbing activities away from the vicinity of a discovery until the qualified archaeologist has evaluated the discovery and determined appropriate treatment (as prescribed below). The archaeological monitor shall keep daily logs detailing the types of activities and soils observed, and any discoveries. After monitoring has been completed, the qualified archaeologist shall prepare a monitoring report that details the results of monitoring. The report shall be submitted to the City and any Native American groups who request a copy. A copy of the final report shall be filed at the South Coastal Information Center (SCIC). (Planning)

45. A Native American Monitor of Kumeyaay decent shall be present for any pre-construction meeting and for all ground disturbing activities associated with the project. Should any cultural or tribal cultural resources be discovered, no further grading shall occur in the area of the discovery until the City Planner, or designee, with concurrence from the Native American Monitor, are satisfied that treatment of the resource has occurred. In the event that a unique archaeological resource or tribal cultural resource is discovered, and in accordance with Public Resources Code Section 21083.2(b)(1), (2), and (4), the resource shall be moved and buried in an open space area of the Project site, such as slope areas, which will not be subject to further grading activity, erosion, flooding, or any other

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ground disturbance that has the potential to expose the resource. The on-site area to which the resource is moved shall be protected in perpetuity as permanent open space. No identification of the resource shall be made on-site; however, the Applicant shall plot the new location of the resource on a map showing latitudinal and longitudinal coordinates and provide that map to the Native American Heritage Commission (NAHC) for inclusion in the Sacred Lands File (SLF). Disposition of the resources shall be at the discretion of the City of Santee, but in accordance with the foregoing. (Planning)

46. In the event of the unanticipated discovery of archaeological materials, all work shall immediately cease in the area (within 100 feet) of the discovery until it can be evaluated by the qualified archaeologist in consultation with the Native American monitor. Construction shall not resume until the qualified archaeologist has conferred with the applicant and the City on the significance of the resource. (Planning)
47. If it is determined that the discovered archaeological resource constitutes a historical resource or a unique archaeological resource under CEQA, avoidance and preservation in place is the preferred manner of mitigation. Preservation in place may be accomplished by, but is not limited to, avoidance, incorporating the resource into open space, capping, or deeding the site into a permanent conservation easement. In the event that preservation in place is demonstrated to be infeasible and data recovery through excavation is the only feasible mitigation available, a Cultural Resources Treatment Plan shall be prepared and implemented by the qualified archaeologist in consultation with the applicant and the City that provides for the adequate recovery of the scientifically consequential information contained in the archaeological resource. The qualified archaeologist and the City shall consult with appropriate Native American representatives in determining treatment for prehistoric or Native American resources to ensure cultural values ascribed to the resources, beyond those which are scientifically important, are considered. (Planning)
48. If human remains are encountered, all work shall halt in the vicinity (within 100 feet) of the discovery and the San Diego County Coroner will be contacted in accordance with PRC Section 5097.98 and Health and Safety Code Section 7050.5. The applicant and the City will also be notified. If the County Coroner determines that the remains are Native American, the NAHC will be notified in accordance with Health and Safety Code Section 7050.5, subdivision (c), and PRC Section 5097.98 (as amended by AB 2641). The NAHC will designate a Most Likely Descendant (MLD) for the remains per PRC Section 5097.98. The MLD shall complete the inspection of the site within 48 hours of being granted access and shall provide recommendations for the treatment of the remains. Until the landowner has conferred with the MLD, the applicant will ensure that the immediate vicinity where the discovery occurred is not disturbed by further activity, is adequately protected according to generally accepted cultural or archaeological standards or practices. (Planning)

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49. A project paleontologist or paleontological monitor shall be present during all earthwork in formations with moderate to high paleontological sensitivity. A paleontological monitor (working under the direction of the project paleontologist) shall be on site on a full-time basis during all original cutting of previously undisturbed deposits. (Planning)
50. If fossils are discovered, the project paleontologist (or paleontological monitor) shall recover them. In most cases, fossil salvage can be completed in a short period of time. However, some fossil specimens (e.g., a bone bed or a complete large mammal skeleton) may require an extended salvage period. In these instances, the project paleontologist (or paleontological monitor) has the authority to temporarily direct, divert, or halt grading to allow recovery of fossil remains in a timely manner. (Planning)
51. Prepared fossils, along with copies of all pertinent field notes, photos, and maps, shall be deposited in the designated fossil repository. 8. Post-Construction Final Report: A final summary paleontological mitigation report that outlines the results of the mitigation program shall be completed and submitted to the City of Santee within two weeks of the completion of each construction phase of the proposed Project. This report shall include discussions of the methods used, stratigraphic section(s) exposed, fossils collected, inventory lists of cataloged fossils, and significance of recovered fossils. (Planning)
52. The applicant shall comply at all times with the following work hour requirements:
 - a. No site work, building construction, or related activities, including equipment mobilization will be permitted to start on the project prior to 7:00 am and all work for the day shall be completed by 7:00 pm, no exceptions.
 - b. No work is permitted on Sundays or City Holidays.
 - c. No deliveries, including equipment drop off and pick-up, shall be made to the project except between the hours of 8:00 am and 6:00 pm, Monday through Saturday, excluding Sundays and City Holidays. Deliveries of emergency supplies or equipment necessary to secure the site or protect the public are permitted.
 - d. If the applicant fails or is unable to enforce compliance with their contractors, subcontractors and material suppliers regarding the specified work hours, additional reduction in work hours may be imposed by the Engineering Department.

In addition to the above the applicant shall erect one or more signs stating the work hour restrictions. Signs shall be installed as may be required, in the vicinity of the project construction trailer if a job site trailer is used, or at such other

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locations as may be deemed appropriate by the Engineering Department. The sign shall be a minimum of 24" x 36" and shall be weather proofed. The sign content shall be provided by the Engineering Department. (Engineering)

53. Trench work when required within City streets shall be completed within two weeks of the initial start date, including placement of the final trench patch. Trench plates or temporary pavement placement shall be installed at the end of each workday. Advance warning signs on lighted barricades notifying the public of trench plates and or uneven pavement shall be placed and maintained until permanent pavement repairs are made. The maximum length of time including weekends and holidays that trench plates may remain on the street is 72 hours after which temporary or permanent asphalt paving shall be placed. (Engineering)
54. Vehicle access on Mission Gorge Road, Cuyamaca Street, Olive Lane, Town Center Parkway, Carlton Hills Boulevard, Woodside Avenue, and Riverview Parkway shall be maintained at all times and all work shall be done at night unless otherwise approved by the Director of Engineering/City Engineer. When day work is permitted, work hours shall be from 8:30 am to 3:30 pm, including set up and breakdown of traffic control. No day work will be permitted during the holiday season, defined as beginning the Saturday before Thanksgiving Day and shall extend through New Year's Day, unless otherwise approved by the Director of Engineering/City Engineer. (Engineering)
55. Comply with all applicable sections of the Municipal Code, Land Development Manual and Public Works Standards of the City of Santee. (Engineering)

BUILDING PERMIT: Prior to approval of any building plan and the issuance of any building permit the applicant shall complete the following to the satisfaction of the applicable Department.

56. On building plans, accessible parking spaces are to be identified when parking is provided. Parking spaces for common areas shall also be identified. (Building)
57. On building plans, provide the location of the USPS mailboxes and the designated USPS parking stall. Illustrate the accessible route to the mailboxes, clear space in front of the boxes and reach ranges in compliance with California Building Standards Code. CBC 11B- (206, 305 & 308). (Building)
58. All construction plans shall include the following notes:
 - a. Operations shall conform to the City's Municipal Code Section 5.04.090.
 - b. All equipment shall be equipped with properly maintained mufflers.
 - c. The construction contractor shall place noise-generating construction equipment and locate construction staging areas at the greatest possible distance from sensitive uses whenever feasible during all project construction.

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- d. The construction contractor shall use on-site electrical sources to power equipment rather than diesel generators where feasible. (Planning)
- 59. The following shall be incorporated into the project construction plans: "Control of Construction Hours. Construction activities occurring as part of the project shall be subject to the limitations and requirements of Section 5.04.090 of the City Municipal Code which states that construction activities may occur between 7:00 a.m. and 7:00 p.m. Mondays through Saturdays. No construction activities shall be permitted outside of these hours or on Sundays and federal holidays." (Planning)
- 60. Should temporary sales office and/or model homes(s) be desired, the applicant shall comply with the requirements of Subsection 13.06.070 E of the Santee Zoning Ordinance without the requirement to file an application for a Temporary Use Permit. Any required building permits shall first be obtained prior to the operation of a sales office and/or model home(s). (Planning)
- 61. All areas for storage of refuse containers, and collection and service areas, shall be enclosed or effectively screened from public view by use of a fence, wall, landscaping, berms or a combination thereof. (Planning)
- 62. Provide a fence plan in compliance with the fence requirements in Section 13.10.050 of the Santee Municipal Code. All interior fences shall be made of quality materials and perimeter and retaining walls shall be decorative to the satisfaction of the Planning & Building Director. (Planning)
- 63. New industrial buildings shall be installed with at least 1.5 watt (W) photovoltaic system per square foot of building area. (Planning)
- 64. A construction safety plan in accordance with California Fire Code (CFC) Chapter 33 is required at the first pre-construction meeting with the City. This plan must be approved by the Santee Fire Department prior to start of construction. (Fire)
- 65. The fire lane width shall be measured curb to curb (or parking space striping to parking space striping) and shall extend vertically from grade to the highest point of any structures or obstacles constructed adjacent to the fire lane. No building elements, balconies, drains, projections, or any other object shall encroach into this clear space. The fire lane(s) shall be identified by painting curbs red with white-stenciled letters indicating "NO PARKING – FIRE LANE" (where appropriate). Alternatively, signs shall be installed on the edge of the curb indicating the same. The signs shall be every 75 feet (or other approved spacing) and at the entrance to the Project area. Exact placement shall be approved by the Fire Marshal prior to installation. Parking spots shall not encroach into apparatus driving areas or turns. (Fire)

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66. The applicant shall include provisions in their design contract with their design consultants that following approval by the City, all construction drawings or technical reports accepted by the City, exclusive of architectural building plans, shall become the property of the City. Once accepted, these plans may be freely used, copied or distributed by the City to the public or other agencies, as the City may deem appropriate. A letter of acknowledgement of this requirement from each design consultant is required at the time of plan submittal. This letter shall be in a format acceptable to the Director of Engineering/City Engineer. (Engineering)
67. To coordinate with the City Geographic Information System, horizontal and vertical control for all construction drawings, grading plans, landscape plans, street improvement plans, plot plans, etc., shall be obtained from ROS 11252. All plans, exclusive of building plans, shall be prepared at an engineering scale of 1"=20' unless otherwise approved by the project engineer. (Engineering)
68. Applicant shall ensure that all property corners are properly monumented. If corners have been lost or do not exist, corners shall be set, and a Record of Survey filed prior to issuance of a building permit. (Engineering)
69. Starting with the first plan check submittal, all plan sets shall be submitted concurrently to Padre Dam Municipal Water District for review and approval. The City does not coordinate the review process with Padre Dam, this is the responsibility of the design engineer and the landscape architect. Failure to properly coordinate this review may result in delay in the issuance of permits required for construction. It is incumbent upon the applicant to oversee the plan submittals of their design consultants. (Engineering)
70. **Street Improvement Plans** shall be submitted to the Engineering Department for review and acceptance. Prior to the start of construction of any improvements, public or private, within the limits of the public right-of-way, the applicant shall have plans accepted, agreements executed, securities posted, and an encroachment permit issued. All improvements shall be installed in accordance with City standards and at the applicant's cost unless otherwise indicated. The following improvements are conditioned as part of this development: (Engineering)
 - a. Construct a minimum 32-foot-wide commercial driveway on North Woodside Avenue per City of Santee Standards. The driveway design shall be per the City of Santee Public Works Standard Drawing PW-38 and to the satisfaction of the Director of Engineering/City Engineer.
 - b. Widen North Woodside Avenue to parkway standards that include 26 feet of paved roadway and 36 feet of right-of-way north of the centerline. Show the overall full right-of-way width of 66 feet, and show curb, gutter, sidewalks, street lighting, fire hydrants and pedestrian ramps at curbs.

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- c. Prior to obtaining the first Building Permit to construct buildings and structures under Major Revision MJR-2025-0001 to Development Review Permit DR-2023-0002, the applicant shall comply with the following conditions:
 - 1) The applicant shall fund its fair share of the cost of reconstructing a portion of Woodside Avenue North. Based on the additional traffic impacts to this roadway, an estimated additional amount of \$476,000 is required to offset future truck traffic volumes directly related to the Palisades Santee Commerce Center project. Payment in the amount of \$476,000 shall be made to the City of Santee.
 - 2) The applicant shall provide a sidewalk connection to Mission Gorge Road at the west terminus of Woodside Avenue. The applicant shall provide a cash security of \$50,000 as the applicant obtains the necessary permits to install said improvements. Should the improvements not be installed at the time the applicant obtains first occupancy, funds could be forfeited to the City of Santee general fund for use at the City's discretion.
- d. Street Improvement Plans shall be amended to reflect the finalized required improvements per sections PDF-TRA-1 and MM-TRA-2 as identified in the Executive Summary section of the project EIR dated February 2025.
- e. Replace failed or inadequate pavement to the centerline and/or sidewalk adjacent to the site on North Woodside Avenue to the satisfaction of the Director of Engineering/City Engineer.
- f. Street Improvement plans shall be one hundred percent (**100%**) complete at the time of plan check submittal, be prepared in accordance with City guidelines and the requirements set forth herein and be ready for acceptance by the City. Partial or incomplete submittals will not be accepted for plan check. The applicant shall make an electronic submittal via the City of Santee Permitting and Licensing Portal. The items to be submitted include but are not limited to the following:
 - 1) 100% complete improvement plans.
 - 2) Estimate for the cost of construction.
 - 3) Resolution of Approval approving the project.

In addition to the above electronic submittal requirements, one hard copy of the full-sized improvement plans shall be provided to the project engineer. Plan check and inspection fees shall be paid in accordance with the City Fee Schedule. The amount due will be determined by staff after the initial intake. To begin the review process, fees must be paid in full.

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71. A Storm Water Facilities Maintenance Agreement accepting responsibility for all structural BMP maintenance, repair and replacement as outlined in said O&M plan binding on the land throughout the life of the project will be required prior to issuance of building permit. (Engineering)
72. Provide a hydrology study and hydraulics analysis to determine the boundary and elevation of the floodway and floodplain for the San Deigo River adjacent to the project in accordance with the Santee Flood Damage Prevention Ordinance. (Engineering)
73. Submit a current preliminary title report (dated within six months of plan submittal) and all documents listed in the title report. Copies of recorded documents must be clear and legible copies of the original recorded document. (Engineering)

OCCUPANCY: Prior to any occupancy, final grading release, or use of the premises in reliance of this permit the applicant shall complete the following to the satisfaction of the applicable Department.

74. Compliance with all mitigation measures identified in the approved Mitigation Monitoring and Reporting Program (MMRP) is required. All measures shall be implemented and completed within the timeframes specified in the MMRP to the satisfaction of the corresponding department. (All Departments)
75. In conformance with San Diego Air Pollution Control District's (SDAPCD) Rule 67.0.1, Architectural Coatings, the project shall use low volatile organic compound (VOC) paints. (Planning)
76. A bond, equal to the cost of full landscape installation, shall be deposited with the Planning & Building Department and retained for a minimum of one year or until the landscaping is established to the satisfaction of the Planning & Building Director. (Planning)
77. The Project site shall be secured in an approved manner by the Fire Marshal. Firefighter access shall be given via a Knox Company product suitable for rapid entry in the event of an incident while constructing the building. (Fire)
78. Fire hydrant locations shall be approved by the Fire Marshal prior to installation. Eight (8) on-site private fire hydrants shall be provided. A minimum fire flow requirement of 4,000 gallons per minute at 20 psi for a 4-hour duration will be provided. Fire hydrants on site shall have two (2) 4" ports and one (1) 2½" port and painted (Mueller) red. (Fire)
79. A deferred submittal is required to be submitted to the Santee Fire Department. Per the Fire Protection Technical Report, an early suppression fast response (EFSR) sprinkler system shall be installed throughout the warehouse area. (Fire)

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80. A deferred submittal is required for automatic fire alarm systems or dedicated functional fire alarm systems and must be submitted to the Santee Fire Department. (Fire)
81. Knox Company fire department connections (FDC) plugs shall be installed on all fire department connections for the automatic fire sprinkler systems, when FDC's are required. (Fire)
82. An exterior approved audio/visual device shall be connected to every automatic sprinkler system in an approved location. Such sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. (Fire)
83. Each vehicular access gate shall be equipped with Knox key switches and automatic sensors for gate override. All gates shall have a manual release device or other means to open the gate in the event of power failure. (Fire)
84. Address Numbers shall be block-style, a minimum of 12" in height and black in color (or other approved color), in contrast with their background. (Fire)
85. Per the Fire Protection Technical Report, the fire pump will be voluntarily upgraded from an electric pump relying on electricity from the grid to a diesel engine-based system. The need for a fire pump shall be determined upon the demand for the automatic fire sprinkler system, standpipe system, and private fire hydrant system. If it is demonstrated that the domestic water supply can support all systems with at least a 10% safety factor, the fire pump may not be required, as approved by the Fire Marshal. (Fire)
86. Prior to permit issuance, the property owner shall provide a completed and signed Owner's Certificate stating the intended use and hazard classification of the building in accordance with NFPA 13, to ensure proper sprinkler system design. (Fire)
87. If there are multiple fire sprinkler risers, each system shall have a post-indicating valve and fire department connection for that system located on the exterior of the building in an approved location, unless otherwise approved by the Fire Marshal. (Fire)
88. A deferred submittal is required for a Standpipe System. This may be combined with the automatic fire sprinkler system deferred submittal. (Fire)
89. Fire department connections (FDC) should be within 50' of a fire hydrant and shall be no more than 100' from a fire hydrant. (Fire)

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90. The emergency responder radio coverage system (ERRCS) shall be designed, installed, and tested in compliance with the applicable California Fire Code Section 510, NFPA 1221, and NFPA 72 standards. Plans and technical specifications shall be submitted for review and approval by the Santee Fire Department prior to installation. The ERRCS shall provide adequate radio coverage on the required frequency bands throughout the entire building, including all floors and areas where coverage is critical for emergency operations. The system shall be capable of future expansion and modifications. A certified technician holding a valid FCC general radio operator's license and approved in-building system training shall perform installation and testing. Final acceptance testing and documentation shall be submitted prior to issuance of occupancy or final permit. Any deviations or modifications to the ERRCS must receive prior approval by the Fire Marshal. (Fire)
91. Prior to final inspection, the fire department shall be provided with a GIS data floor plan in Shapefile, Geodatabase, KML, or any other GIS data format. Alternatively, PDF, PNG, or JPEG are also acceptable with supporting CAD data. (Fire)
92. Provide two print copies and a digital copy of both the final approved Storm Water Quality Management Plan and the Operation and Maintenance Plan. (Engineering)
93. Submit a print and digital copy of the BMP Certification package. The BMP certification package includes but is not limited to: 'wet' signed and stamped certification form(s), all BMP related product receipts and materials delivery receipts, an inspection and installation log sheet, and photographs to document each stage of BMP installation. (Engineering)
94. Prior to issuance of the final occupancy, an executed contract must be in place with a qualified storm water service provider and a copy of the SWQMP provided to the consultant and the property manager/owner. (Engineering)
95. Applicant shall place all new utilities required to serve the project underground. No overhead facilities or extension of overhead facilities is permitted. In addition, the applicant shall underground any existing overhead facilities on-site and underground any overhead facilities adjacent to the project to the satisfaction of the Director of Engineering/City Engineer. Adjacent facilities are defined as existing overhead facilities in the abutting half street and may include extension of the undergrounding to either side of the project to the nearest existing utility pole. (Engineering)
96. Applicant shall dedicate right-of-way along North Woodside Avenue adjacent to the site such that the ultimate right-of-way width to centerline is 36 feet. Additional right-of-way may be required as necessary to provide adequate transition to match existing improvements. (Engineering)

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97. Plant all new trees within 10 feet of the public right-of-way with root control barriers. (Engineering)
98. Construct all improvements within the public right-of-way and improvements as shown on the approved precise grading plans. Improvements shall be completed to the satisfaction of the Director of Engineering/City Engineer. (Engineering)
99. The project shall install an eastbound left turn lane into the site and widen and restripe the roadway accordingly to the satisfaction of the City Engineer. (Traffic)
100. The driveway shall be built per City of Santee Standards PW-38. (Traffic)
101. Install a "KEEP CLEAR" pavement marking legend on Woodside Ave at the entrance to Mission Del Magnolia as identified on page 77 of the October 2024 Traffic Impact Study in accordance to PDF-TRA-1 of the EIR Executive Summary dated February 2025. (Traffic)

ONGOING: The following conditions shall apply during the term of this permit.

102. All groundcover installed pursuant to an approved landscape plan shall provide one hundred (100) percent coverage within nine (9) months of planting or additional landscaping, to be approved by the City, shall be required in order to meet this standard. Property owners are responsible for the continual maintenance of all landscape areas on-site and between the property line and the curb. All landscaped areas shall be kept free from weeds and debris and maintained in a healthy, growing condition, and shall receive regular pruning, fertilizing, mowing and trimming. Any damaged, dead, diseased or decaying plant material shall be replaced within thirty (30) days from the date of damage. (Planning)
103. Mechanical equipment, including but not limited to HVAC equipment, shall be screened and architecturally integrated in terms of material, color, shape and size. The screening design shall blend with the building design. (Planning)
104. Parking areas and driveways shall be well maintained, free of potholes, ruts, and cracks. (Planning)
105. If noise complaints are received for alleged violations of the municipal code, the City may require the Applicant to conduct nighttime noise monitoring up to three times for each alleged violation at the source of the complaints. If monitoring shows noise levels exceed projections by 10 dBA or more (instantaneous), the Applicant may be required to submit a Noise Mitigation Plan to the satisfaction of the Planning and Building Director identifying measures to bring operations into compliance with the EIR projections. The noise monitoring shall be conducted by a qualified noise consultant approved in advance by the City. (Planning)

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106. Outdoor operations are restricted during the hours between 10:00 p.m. and 7:00 a.m. Indoor activities are permitted twenty-four hours per day, seven days per week as well as the ingress and egress of vehicles associated with such indoor operations. Outdoor activities shall at all times comply with Santee Municipal Code Section 5.04. (Planning)

SECTION 4: The applicant shall defend, indemnify, and hold harmless the City of Santee and its officers, employees, and agents from any claim, action, or proceeding against the City and/or its officers, employees or agents to attack or set aside, void, or annul the approval of the City of Santee concerning MJR-2025-0001, or any action relating to or arising out of its approval.

SECTION 5: The terms and conditions of MJR-2025-0001 shall be binding upon the permittee and all persons, firms, and corporations having an interest in the property subject to MJR-2025-0001 the heirs, executors, administrators, successors and assigns of each of them, including municipal corporations, public agencies and districts.

SECTION 6: The approval of MJR-2025-0001 expires on January 28, 2029, at 5:00 p.m. except where substantial use has commenced prior to its expiration. If use of the development has not commenced within the three-year period, said expiration date may be extended pursuant to a request for time extension received 60 days prior to the original expiration date. The City Council expressly grants to the City Planner the authority to extend the expiration date of this approval pursuant to Section 13.04.090 of the Santee Municipal Code, when a request for an extension is filed 60 days prior to the original expiration date.

SECTION 7: Pursuant to Government Code Section 66020, the 90-day approval period in which the applicant may protest the imposition of any fees, dedications, reservations, or exactions imposed pursuant to this approval, shall begin on January 28, 2026.

SECTION 8: The City of Santee hereby notifies the applicant that State Law (AB3158), effective January 1, 1991, requires certain projects to pay fees for purposes of funding the California Department of Fish and Wildlife. In order to comply with State Law, the applicant should remit to the City of Santee Department of Development Services, within two (2) working days of the effective date of this approval (the "effective date" being the end of the appeal period, if applicable), a certified check payable to the "San Diego County Clerk" in the amount of \$50.00. Failure to remit the required fee in full within the time specified above will result in notification to the State that a fee was required but not paid, and could result in State imposed penalties and recovery under the provisions of the Revenue and Taxation Code. In addition, Section 21089 (b) of the Public Resources Code, and Section 711.4 (c) of the Fish and Game Code, provide that no project shall be operative, vested, or final until the required filing fee is paid.

SECTION 9: The documents and materials that constitute the record of proceedings on which these findings have been based are located with the City Clerk at the City of Santee City Clerk's office at 10601 Magnolia Avenue, Building #3, Santee, CA 92071.

RESOLUTION NO.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 28th day of January 2026, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

Due to file size, the CEQA Analysis attachment is available via the link below:

<https://www.cityofsanteeca.gov/departments/city-clerk/document-central/city-clerk/council-agendas/2026/01-28-2026-item-11-ceqa-analysis-attachment.pdf>

Due to file size, the Project Plans attachment is available via the link below:

<https://www.cityofsanteeca.gov/departments/city-clerk/document-central/city-clerk/council-agendas/2026/01-28-2026-item-11-project-plans-attachment.pdf>



COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 12

MEETING DATE January 28, 2026

ITEM TITLE PUBLIC HEARING FOR A CONDITIONAL USE PERMIT (CUP-2024-0005) FOR A DRIVE-THROUGH OIL CHANGE SERVICE SHOP ON A 0.26-ACRE VACANT LOT AT 10463 MISSION GORGE ROAD (APN 384-091-51-00) IN THE GENERAL COMMERCIAL (GC) ZONE AND FINDING THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINES SECTION 15303 (APPLICANT: VALVOLINE INSTANT OIL CHANGE)

DIRECTOR/DEPARTMENT Sandi Sawa, AICP, Planning & Building Department 

SUMMARY

The project is a request for a Conditional Use Permit (CUP-2024-0005) for a proposed 4,034 square-foot drive-through oil change service shop on a vacant 0.26-acre property located on the south side of Mission Gorge Road, between Edgemoor Drive and 1st Street, addressed as 10463 Mission Gorge Road (APN 384-091-51-00) in the General Commercial (GC) zone (Project). The site is surrounded by existing commercial and residential development, including autobody shops across Mission Gorge Road to the north, a bail bonds and Sonic drive-through to the east, the Sedano Chevrolet dealership to the west, and single and multi-family homes to the south. The project is consistent with the GC General Plan Land Use Designation and GC Zoning Classification.

The proposed 33-foot-tall building would be in the northeast portion of the site. The interior layout would include two service bays, a lobby, restrooms, office, and storage. The layout is designed to be drive-through service only. Access will be from Mission Gorge Road and will loop through the building to exit onto Mission Gorge Road. The site will provide six standard parking spaces and two spaces within the service bays, for a total of eight spaces. Vehicles waiting for service will queue behind a chosen bay, with the site accommodating up to 6 queued cars without reaching Mission Gorge Road.

Landscaping would be provided along the entire site perimeter with additional landscaping being provided along Mission Gorge Road as recommended in the Community Enhancement Element of the General Plan. To provide minimum parking stall dimensions, aisle widths and a sufficient landscape buffer along Mission Gorge Road, the Project proposes no landscaping directly in front of the six parking spaces but will include an eight-foot-tall block wall between the parking spaces and the property directly south.

ENVIRONMENTAL REVIEW

The Project is exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15303, Class 3 of the CEQA Guidelines (New Construction or Conversion of Small Structures), because the Project consists of constructing a commercial building less than 10,000 square feet in floor area in an urbanized area for use as a drive-



through oil change service shop. The use will not involve significant amounts of hazardous substances as the project's internal policies meet or exceed all federal, state, local and industry standards and are designed to ensure that hazardous substances are handled only in small, controlled quantities. Through review of the Project and Project site, none of the exceptions to the Class 3 exemption found in CEQA Guidelines Section 15300.2 apply to the Project.

FINANCIAL STATEMENT *WV*

Staff costs for application processing are paid on an actual cost recovery basis. Development Impact Fees are estimated to total \$75,395.30.

CITY ATTORNEY REVIEW N/A Completed**RECOMMENDATION** *WV*

1. Conduct and close the Public Hearing; and
2. Find CUP-2024-0005 exempt from the provisions of CEQA pursuant to Section 15303 of the CEQA Guidelines and authorize the filing of a Notice of Exemption; and
3. Adopt the attached resolution approving CUP-2024-0005.

ATTACHMENTS

Staff Report
Aerial Vicinity Map
Project Plans
Resolution

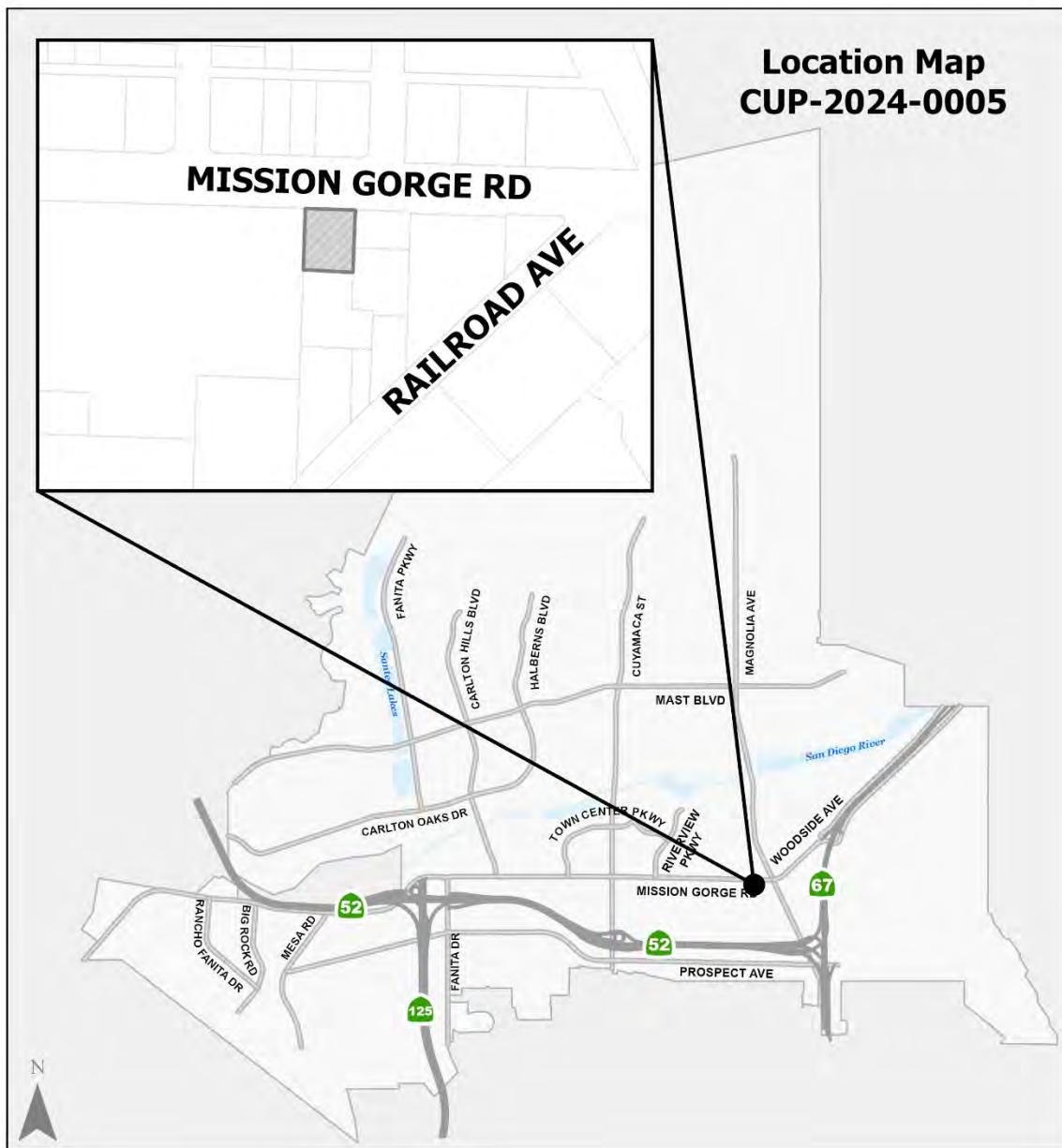
STAFF REPORT

**PUBLIC HEARING FOR A CONDITIONAL USE PERMIT (CUP-2024-0005) FOR A
DRIVE-THROUGH OIL CHANGE SERVICE SHOP ON A 0.26-ACRE VACANT LOT
AT 10463 MISSION GORGE ROAD (APN 384-091-51-00) IN THE GENERAL
COMMERCIAL (GC) ZONE AND FINDING THE PROJECT EXEMPT FROM THE
CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA
GUIDELINES SECTION 15303**

APPLICANT: VALVOLINE INSTANT OIL CHANGE

**CITY COUNCIL MEETING
JANUARY 28, 2026**

Notice of the Public Hearing was published in the East County Californian on January 16, 2026 and 49 adjacent owners of property within 300 feet of the request and other interested parties were notified by U.S. Mail on January 16, 2026.



A. SITUATION AND FACTS

1. Requested by Valvoline Instant Oil Change
2. Land Owner..... M & S Limited Partnership
3. Type and Purpose of Request..... Conditional Use Permit request for a 4,034 square-foot drive-through oil change service shop
4. Location..... 10463 Mission Gorge Road
5. Site Area..... 0.26 acre
6. Number of lots 1
7. Hillside Overlay No
8. Existing Zoning..... GC (General Commercial)
9. Proposed Zoning GC
10. Surrounding Zoning North: GC
South: GC
East: GC
West: GC
11. General Plan Designation GC
12. Existing Land Use Vacant
13. Surrounding Land Use North: Mission Gorge Road and commercial uses
South: Single and multi-family residential
East: All Pro Bail Bonds and Sonic
West: Sedano Chevrolet
14. Terrain..... Generally flat
15. Environmental Status The project is exempt from the California Environmental Quality Act (“CEQA”) pursuant to the CEQA Guidelines Section 15303, Class 3: New Construction or Conversion of Small Structures
16. APN..... 384-091-51-00
17. Airport Influence Area (AIA)..... AIA 1, Airport Safety Zone 3 and determined consistent with the Gillespie Field Airport Land Use Compatibility Plan (ALUCP) on 11/06/2025.

B. BACKGROUND

Existing Conditions

The project site consists of a 0.26-acre site south of Mission Gorge Road. The site is currently vacant; however, evidence (i.e. curb cuts, and remnant concrete) of previous development is located on-site. The project site is adjacent to All Pro Bail Bonds to the West, varying commercial businesses across Mission Gorge Road to the north, the Sedano Chevrolet dealership to the west, and multi-family homes to the south.

C. PROJECT DESCRIPTION

Overview

The project is a request for a Conditional Use Permit for a 4,034 square-foot drive through oil change service shop at 10463 Mission Gorge Road. The 33-foot-tall service shop building is proposed in the northeast portion of the site. The interior layout would include two service bays, a lobby, restrooms, office, and storage. Access will be from Mission Gorge Road and will loop through the building to exit onto Mission Gorge Road. The site will provide six standard parking spaces and two spaces within the service bays, for a total of eight spaces. Vehicles waiting for service will queue behind a chosen bay, with the site accommodating up to 6 queued cars without reaching Mission Gorge Road.

Landscaping would be provided along the entire site perimeter with additional landscaping being provided along Mission Gorge Road as recommended in the Community Enhancement Element of the General Plan. To provide minimum parking stall dimensions, aisle widths and a sufficient landscape buffer along Mission Gorge Road, the Project proposes no landscaping directly in front of the six parking spaces but will include an eight-foot-tall block wall between the parking spaces and the property directly south.



North elevation (looking from Mission Gorge Road)

D. ANALYSIS

General Plan Consistency

The General Plan designation of this site is General Commercial (GC). The GC designation provides for a wide range of retail and service activities and should have direct access to major roads or prime arterials. The proposed project is aligned with the recommended uses of the General Plan and has direct access to and from Mission Gorge Road, which is designated as a major arterial in the Mobility Element. The General Plan also recommends that all new commercial developments contribute to an overall positive visual identity. As designed, the building contributes to a positive visual identity by providing variation in roofline and materials. The site and right-of-way design includes a public sidewalk and 15-foot landscape buffer between the sidewalk and building. Based on the analysis above, the project is consistent with the General Plan.

Zoning Ordinance Consistency

Development Standards: This site is in the GC zoning district. The development standards are found in Chapter 13.12 of the Santee Municipal Code (SMC) and outlined in Table 1 below. The site has been designed in conformance with all GC development standards except for a waiver of 330 square feet of landscaping within the parking lot area for the accommodation of full parking stalls and aisle widths.

Table 1: Development Standards Summary (GC)

	Required	Proposed
Maximum Height	40 feet	33 feet
Setbacks		
Street	10 feet	15 feet
Sides	5 feet	36.5 feet (west) 7.5 feet (east)
Rear	5 feet	67.5 feet
Parking	7 spaces	8 spaces

Landscaping: The design includes landscaping in all setbacks and within the parking lot area, as required, incorporating three trees and shrubs. The area directly in front of the six proposed parking spaces will not have landscaping to accommodate minimum parking stall dimensions, drive aisle widths and the Mission Gorge Road landscape buffer. The site has been designed with an additional five feet of landscaping beyond the required ten feet along Mission Gorge Road, as recommended in the Community Enhancement Element of the General Plan. The proposed design and landscape buffer width is intended to align with existing and proposed landscape buffers provided by the existing Sonic to the east and the proposed Auto Center carwash to the west.

On-Site Parking: Automobile service stations require three parking spaces plus two

for each service bay. The project proposes two service bays, requiring the project to have seven parking spaces. The site design includes eight parking spaces, two within the service bays and six within the surface parking lot.

Compatibility with Adjacent Land Uses

The proposed project is surrounded by commercially zoned properties. However, the property directly south, although zoned commercial, is occupied by an apartment complex. The project has been designed to be compatible with the adjacent residential use by incorporating the following:

- Locating the building in northeast portion of the site, furthest away from the residences.
- Ensuring parking lot lights are shielded and downward lit so no glare extends past the southern property line.
- Installing an eight-foot-tall block wall along the south property line.
- Providing a Mediterranean design with neutral colors, stone accents and a clay tile roof.

The project would serve as a convenient stop for employees and residents in the surrounding area.

Airport

The project is .58 miles from Gillespie Field Airport and is located within Airport Influence Area 1, Airport Safety Zone 3 of the Gillespie Field Airport Land Use Compatibility Plan (ALUCP). On October 10, 2025, the Federal Aviation Administration (FAA) determined that the proposed project, as designed, presented no hazard to air navigation. In addition, the Airport Land Use Commission (ALUC) reviewed the proposed project and FAA determination and provided an ALUC determination letter dated October 14, 2025, indicating the Project is consistent with the ALUCP. The consistency determination was made final on November 6, 2025, at an ALUC public meeting.

Traffic

As currently designed, the site can accommodate eight parked cars (two in the services bays and six in the parking lot) and up to six queued cars, before impacting Mission Gorge Road. A queuing analysis was prepared for the project to demonstrate that the design of the drive-through lanes would accommodate the necessary capacity to contain queuing vehicles within the property's boundaries. Drive-through queues were recorded at the three similar Valvoline locations for the morning/afternoon (11AM – 1PM) and evening (4PM – 6PM) peak periods. The maximum queue length recorded from the three locations was during afternoon peak period and demonstrated a maximum use of four vehicles. The average queueing for the three sites for peak morning/afternoon/evening times was one car.

Based on the queuing evaluation at the three sites, it is projected that the project would generate a maximum queue of four vehicles, which the project site can accommodate

without impacting Mission Gorge Road.

Environmental Status

The project is exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15303, Class 3 of the CEQA Guidelines (New Construction or Conversion of Small Structures) because the project consists of constructing a commercial building less than 10,000 square feet in floor area in an urbanized area, for use as a drive-through oil change service shop. The use will not involve significant amounts of hazardous substances as the project's internal policies meet or exceed all federal, state, local and industry standards and are designed to ensure that hazardous substances are handled only in small, controlled quantities. Through review of the project and project site, none of the exceptions to the Class 3 exemption found in CEQA Guidelines Section 15300.2 apply to the project.

Impact Fees

The applicant shall pay all development impact fees in effect at the time of building permit issuance. At present, the fees are estimated to be as follows:

a.	Traffic Signal	\$ 7,755.97	or	\$ 1,922.65/ 1000 sf
b.	Traffic Mitigation	\$ 55,392.63	or	\$ 13,731.44/ 1000 sf
c.	Drainage	\$ 6,953.49	or	\$ 1,723.72/ 1000 sf
d.	Fire Facilities	\$ 3,650.93	or	\$ 905.04/ 1000 sf
e.	Long Range Planning	\$ 163.94	or	\$ 40.64/ 1000 sf
f.	Administration	\$ 1,478.34	or	\$ 366.47/ 1000 sf
Total		\$ 75,395.30	or	\$ 18,689.96/1000 sf

Fees will adjust on an annual basis in accordance with the Municipal Code.

E. STAFF RECOMMENDATION

1. Conduct and close the Public Hearing; and
2. Find CUP-2024-0005 exempt from the provisions of CEQA pursuant to Section 15303 of the CEQA Guidelines and authorize the filing of a Notice of Exemption; and
3. Adopt the attached resolution approving CUP-2024-0005.

AERIAL VICINITY MAP
Valvoline Instant Oil Change
APN: 384-091-51-00



**Due to file size, the Project Plans attachment is available
via the link below:**

<https://www.cityofsanteeca.gov/departments/city-clerk/document-central/city-clerk/council-agendas/2026/01-28-2026-item-12-project-plans-attachment.pdf>

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA
APPROVING CONDITIONAL USE PERMIT (CUP-2024-0005) FOR A DRIVE-
THROUGH OIL CHANGE SERVICE SHOP ON A 0.26-ACRE VACANT LOT AT 10463
MISSION GORGE ROAD (APN 384-091-51-00) IN THE GENERAL COMMERCIAL
(GC) ZONE AND FINDING THE PROJECT EXEMPT FROM THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINES
SECTION 15303.**

APPLICANT: VALVOLINE INSTANT OIL CHANGE

WHEREAS, the Santee Municipal Code (SMC) Section 13.12.030 requires a Conditional Use Permit for automotive services in the General Commercial (GC) Zone; and

WHEREAS, on September 18, 2025, Valvoline Instant Oil Change submitted a complete application for CUP-2024-0005 to construct a 4,034 square-foot drive-through oil change service shop at 10463 Mission Gorge Road (APN 384-091-51-00) in the GC Zone (Project); and

WHEREAS, the design includes landscaping in all setbacks and within the parking lot area, as required, except for a 330 square foot area directly in front of the six proposed parking spaces; and

WHEREAS, in accordance with SMC Section 13.12.040B, footnote 1, a waiver of 330 square feet of landscaping is proposed to accommodate four minimum parking stall dimensions, drive aisle widths and the Mission Gorge Road landscape buffer recommended in the Community Enhancement Element of the General Plan; and

WHEREAS, the Project is consistent with the applicable General Plan designation and all applicable General Plan policies as well as with applicable zoning classification and regulations; and

WHEREAS, the Project is exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15303, Class 3 of the CEQA Guidelines (New Construction or Conversion of Small Structures), because the Project consists of constructing a commercial building less than 10,000 square feet in floor area in an urbanized zone for use as a drive-through oil change shop. All necessary public services are available to serve the site. The surrounding area is fully developed and is not considered environmentally sensitive. The use would not involve significant amounts of hazardous substances as the Project's internal policies meet or exceed all federal, state, local and industry standards and are designed to ensure that hazardous substances are handled only in small, controlled quantities. Through review of the Project and site, none of the exceptions to the Class 3 exemption found in CEQA Guidelines Section 15300.2 apply to the Project; and

WHEREAS, the Project is located within Airport Influence Area 1, Safety Zone 3, of the Gillespie Field Airport Land Use Compatibility Plan (ALUCP) and on October 10, 2025, the Federal Aviation Administration determined that the Project, as designed, presented no hazard to air navigation, and the Airport Land Use Commission (ALUC)

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determined that the Project is consistent with the ALUCP pursuant to the ALUC determination letter dated October 14, 2025; and

WHEREAS, the City has adopted a Capital Improvement Plan (CIP) for Fiscal Years 2022-2026 in accordance with Government Code section 66002 that identifies the public infrastructure services and facilities the City provides, maintains, and improves, such as roads, sidewalks, traffic circulation, water drainage, utilities, and parks in the interest of the public's health, safety, and welfare ("Public Facility or "Public Facilities"); and

WHEREAS, the Mitigation Fee Act (Gov. Code sections 66000-66025) authorizes the City to impose fees as a condition of issuing a building permit to offset/ help fund the impacts of new construction of Public Facilities when the purpose and use of the fee is reasonably related to the type of development project and to the need for the Public Facility (Gov. Code section 66001(a)); and

WHEREAS, in 2019, the City adopted a comprehensive Development Impact Fees and Dedication Ordinance, Ordinance 565, which was amended by Ordinance 612 in 2023, to require the Finance Director to annually prepare and make available to the public a report that, among other things, demonstrates the relationship between development impact fees and the City's determination and use of such fees consistent with the Mitigation Fee Act; and

WHEREAS, Resolution 097-2023 recognizes that new development requires the construction of capital improvements such as drainage improvements, traffic improvements, traffic signals, public park facilities, community facilities and other public improvements, public services and community amenities. The resolution provides the current City of Santee Development Impact Fee Report, and makes findings related to the purpose and use of the City's impact fees, how the fees relate to a development project and impact on Public Facilities, and how the individual fees are calculated; and

WHEREAS, on January 22, 2025, the City adopted Ordinance 621, approved a Nexus Impact Study, adopted new impact fee categories, and approved updated development impact fees for all new development; and

WHEREAS, Ordinance 621 became effective 30 days after its adoption; and

WHEREAS, the Project calls for new construction that will both benefit from and burden various Public Facilities based on the demand generated by the Project for those facilities, including drainage, traffic, traffic signals, park-in-lieu, public facilities, fire facilities, long range planning and program administration. As a result, the Project is subject to the assessment of development impact fees based on the Project's commercial use and size and measured by its proportional contribution to the cost of capital improvements to specific Public Facilities; and

WHEREAS, it is in the interest of the public's health, safety, and welfare for the Project to pay the costs of constructing these public facilities that are reasonably related to the impacts of the Project; and

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WHEREAS, the development impact fees established for the Project are based on the Project's size to ensure a reasonable proportionality between the Project and the cost of the facilities attributable to the Project; and

WHEREAS, the Project is not subject to Measure N as the Project is not a General Plan amendment, within a Planned Development Area, a new Specific Planning Area, nor would it increase the residential density permitted by law, make changes to the General Plan Residential Land Use categories that would intensify use, make changes to the land use designation of any parcel in a manner that intensifies use, nor make changes to slope criteria, minimum parcel sizes, or lot averaging provisions of the General Plan that would permit increased density or intensity of use; and

WHEREAS, the Planning & Building Department scheduled CUP-2024-0005 for public hearing on January 28, 2026; and

WHEREAS, on January 28, 2026, the City Council held a duly advertised public hearing on CUP-2024-0005; and

WHEREAS, the City Council considered the Staff Report, the CEQA Exemption, all recommendations by staff, public testimony, and all other relevant information contained in the administrative record regarding the Project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santee, California that, after considering the evidence presented at the public hearing, the City Council hereby finds as follows:

SECTION 1: On January 28, 2026, the City Council authorized filing a CEQA Notice of Exemption after determining the Project exempt from CEQA pursuant to Section 15303, Class 3 of the CEQA Guidelines (New Construction or Conversion of Small Structures) because the Project consists of constructing a commercial building less than 10,000 square feet in floor area in an urbanized zone for use as a drive-through oil change shop. All necessary public services are available to serve the site. The surrounding area is fully developed and is not considered environmentally sensitive. The use would not involve significant amounts of hazardous substances as the Project's internal policies meet or exceed all federal, state, local and industry standards and are designed to ensure that hazardous substances are handled only in small, controlled quantities. Through review of the Project and site, none of the exceptions to the Class 3 exemption found in CEQA Guidelines Section 15300.2 apply to the Project. No further environmental review is required for the City to adopt this Resolution.

SECTION 2: The following circumstances, required by SMC Section 13.06.030(E)(1)-(4) to be met prior to the issuance of a Conditional Use Permit, are found to apply for the reasons stated:

- A. *That the proposed use is in accord with the General Plan, the objectives of the zoning ordinance, and the purposes of the district in which the site is located*

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The proposed use complies with the Santee General Plan, the objectives of the Development Code, and the purpose of the district in which the site is located. The site is located in the GC zone district, which is intended primarily for a range of retail and service activities, including drive-through oil change service shops with a Conditional Use Permit. The development has been designed to meet the design standards of the Mission Gorge Road Corridor of the Community Enhancement Element. This includes the incorporation of a 25-foot front yard landscape buffer (10-foot public sidewalk and 15-foot landscape buffer) starting from curb of right of way and a Mediterranean theme architectural style with tile roofing, neutral paint colors and stone accents.

B. That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

The proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity because:

1. The building is separated from surrounding uses by a block wall, landscaping, and a driveway; and
2. The building is set back from Mission Gorge Road to the extent feasible and all setbacks and unused areas will be landscaped; and
3. On-site circulation, queue design, and operational procedures will ensure drive-through traffic can be adequately contained on the subject property; and
4. Site development includes two driveways from Mission Gorge Road and a drive-through facility design that avoids traffic backup onto adjoining roadways as substantiated by a corresponding queuing analysis; and
5. Noise from construction and operational activities will not be detrimental to surrounding properties as conditions of approval, herein, require construction activities to not be conducted before 7:00 a.m. or after 7:00 p.m. on Mondays through Saturdays and at any time on Sundays and holidays.

C. That the proposed use complies with each of the applicable provisions of the zoning ordinance.

The proposed use complies with each of the applicable provisions of the SMC including building setbacks, landscaping, and lighting. The drive-through oil change shop is a permitted use in the GC zone with approval of a Conditional Use Permit and the buildings, parking, parking lot lighting and site landscaping have been designed to be consistent with the design criteria outlined with SMC. A waiver of 330 square feet of landscaping directly adjacent to six parking spaces was reviewed and accepted as part of the project's overall design in accordance with

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SMC Table 13.12.040 B, Note 1. All proposed private improvements necessary for the project will meet the City's Public Works standards.

D. *Regarding all properties designated as general commercial, neighborhood commercial or office professional: Development and redevelopment shall be comprehensively designed, entitled and developed whenever it is determined by the City that the permitting of incremental construction and uses may significantly inhibit or otherwise be detrimental to fulfilling the economic and development potential of the site. Any development review permit, conditional use permit or minor conditional use permit which is not consistent with this policy shall be denied.*

The project site is located in the GC zone, and the proposed development has been comprehensively designed with carefully placed buildings, parking areas, landscaping and other site improvements that adequately reflect surrounding uses and site conditions.

SECTION 3: CUP-2024-0005 is hereby approved subject to the following conditions:

ANY PERMIT: Prior to the approval of any plan, issuance of any permit, and prior to occupancy or use of the premises in reliance of this permit, the applicant shall complete the following to the satisfaction of the applicable Department.

1. Minor or Major Revisions to the Conditional Use Permit, such as changes to the building elevations, site design, or landscape design, shall be approved by the Planning & Building Director/City Planner, unless in the Planning & Building Director/City Planner's judgment, a Major Revision should be reviewed by the City Council. (Planning)
2. The project shall comply with the adopted California Building Standards Code at the time of building permit application and shall be subject to the time limits set under SMC Section 11.04.030 "Expiration Of Plan Review" (Building)
3. All building permits shall be subject to expiration as set by California Building Code (CBC) Section 105. (Building)
4. All construction shall be in substantial conformance with the project plans approved on January 28, 2026 and as amended by this Resolution. (All Departments)
5. The applicant shall comply with all applicable requirements of the SMC, Land Development Manual, and Public Works Standards of the City of Santee. (All Departments)
6. The applicant shall obtain building permits, as necessary, for the proposed work in compliance with all applicable SMC sections, Uniform Building Code, CBC, Uniform Plumbing Code, National Electric Code, Uniform Mechanical Code, Public Works Standards of the City of Santee, and all requirements of the Fire Department. (All Departments)

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GRADING PERMIT: Prior to approval of any grading plans and issuance of any grading permits, the applicant shall complete the following to the satisfaction of the applicable Department.

7. Landscape plans shall be certified by a licensed landscape architect for compliance with the Landscape and Irrigation Regulations set forth in SMC Chapter 13.36 and the California Model Water Efficient Landscape Ordinance. (Planning)
8. Prior to issuance of a grading permit and before commencement of any earth-moving activities, the applicant shall obtain written concurrence from the Regional Water Quality Control Board (RWQCB). Any conditions, requirements, or best management practices imposed by the RWQCB shall be incorporated as notes on the grading plans and implemented during construction to the satisfaction of the Planning & Building Director/City Planner and Engineering Director/City Engineer. (Planning)

BUILDING PERMIT: Prior to approval of any building plan and the issuance of any building permit, the applicant shall complete the following to the satisfaction of the applicable Department.

9. A solar permit must be submitted and approved showing a system with a generating capacity of at least 1.5 watts of energy per square foot of building area. (Building)
10. Trash receptacles shall be enclosed by a solid six-foot-high decorative block or stucco wall with view obstructing metal gates painted to match the proposed building. A solid-covered roof and mesh screens shall also be provided for the trash enclosure, subject to approval of the Planning & Building Director/City Planner. (Planning)
11. Any proposed site walls shall be constructed of split-faced block or similar decorative material. (Planning)
12. All new signs shall be approved separately through a Sign Permit subject to the requirements of SMC Chapter 13.32. (Planning)
13. Any equipment, whether on the roof, on the side of a building, or on the ground, shall be screened from view. The method of screening shall be architecturally integrated with the building design in terms of material, color, shape and size. All elevations submitted for building plan check shall show the method of screening of any proposed rooftop mechanical equipment. (Planning)
14. Parking lot lights shall not exceed 15 feet in overall height from finished grade and shall be fully-shielded so as not to cause glare on adjacent properties. (Planning)
15. A deferred submittal is required for the private fire service main. The complete private fire service main submittal, including plans, specifications, hydraulic

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calculations to the most remote fire hydrant (if applicable), and manufacturer information, shall be submitted to the Santee Fire Department for review and approval prior to installation.

- a. The deferred submittal must comply with all applicable provisions of the 2022 California Fire Code, NFPA 24, and City of Santee Fire Code Amendments.
- b. The submittal package shall clearly identify the scope of work, materials, installation details, and coordination with other fire protection and water supply systems.
- c. No installation of the private fire service main or associated components shall proceed until the deferred submittal has been reviewed and approved by the Santee Fire Department.
- d. Any modifications to the approved fire service main design during construction must be resubmitted for review and approval.
- e. Final approval shall be contingent upon successful inspection and verification of compliance with the approved submittal and applicable codes. (Fire)

16. A Construction Safety Plan, meeting the requirements of California Fire Code (CFC) Chapter 33, shall be submitted at the time of building permit application. The plan must be reviewed and approved by the Santee Fire Department prior to issuance of a construction permit. The Construction Safety Plan shall include the following:

- a. Designation and contact information for the site safety director
- b. Training documentation for safety personnel and fire watch staff
- c. Procedures for emergency reporting
- d. Fire department vehicle access routes
- e. Locations and types of fire protection equipment (including extinguishers, standpipes, fire department connections, hydrants)
- f. Policies and signage for smoking and cooking, where allowed, per CFC Section 3305.8
- g. Provisions for temporary heating equipment and its safe use
- h. Hot work safety procedures
- i. Combustible waste control measures
- j. Storage and handling procedures for flammable and hazardous materials
- k. Site security measures
- l. Procedures for changes affecting safety during construction
- m. Any additional site-specific requirements as determined by the Santee Fire Department (Fire)

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17. Applicant is to provide a GIS-based floor plan to the Santee Fire Department. GIS data in the form of a Shapefile, Geodatabase, KML, or any other GIS data format is preferred. Alternatively, PDF, PNG, or JPEG are acceptable with supporting CAD data. (Fire)
18. The applicant shall include provisions in their design contract with their design consultants that following approval by the City, all construction drawings or technical reports accepted by the City, exclusive of architectural building plans, shall become the property of the City. Once accepted, these plans may be freely used, copied or distributed by the City to the public or other agencies, as the City may deem appropriate. A letter of acknowledgement of this requirement from each design consultant is required at the time of plan submittal. This letter shall be in a format acceptable to the Engineering Director/City Engineer. (Land Development)
19. To coordinate with the City Geographic Information System, horizontal and vertical control for all construction drawings, grading plans, landscape plans, street improvement plans, plot plans, etc., shall be obtained from Record of Survey (ROS) 11252. All plans, exclusive of building plans, shall be prepared at an engineering scale of 1"=20' unless otherwise approved by the project engineer. (Land Development)
20. Applicant shall ensure that all property corners are properly monumented. If corners have been lost or do not exist, corners shall be set and a ROS filed prior to issuance of a building permit. (Land Development)
21. Submit evidence, satisfactory to the Engineering Director/City Engineer, which establishes the property as a lawful parcel in accordance with Section 66412.6 of the Subdivision Map Act. The applicant shall file a parcel map to be reviewed and approved through the Engineering Department. The requirement for a tentative parcel map is hereby waived with the approval of the project. (Land Development)
22. **Parcel Map** - The applicant shall make an electronic submittal via the City of Santee Permitting and Licensing Portal. The items to be submitted include but are not limited to the following.

Please include the following with the first submittal:

- a. Parcel Map
- b. Current preliminary title report (dated within six months of submittal date) which shows current ownership.
- c. All documents listed in the preliminary title report.
- d. All reference documents used to prepare the parcel map.
- e. Closure calculations for the map.
- f. Resolution of Approval approving the project.

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In addition to the above electronic submittal requirements, one hard copy of the full-sized parcel map shall be provided to the project engineer. Map check fees shall be paid in accordance with the City Fee Schedule. The amount due will be determined by staff after the initial intake. To begin the review process, fees must be paid in full.

The signature submittal of the parcel map mylars shall be by appointment only. Contact the project engineer to schedule a time for this final submittal.

Please include the following:

- a. A copy of the map in Autocad format for incorporation into the City GIS data base.
- b. Mylars of the map with all required signatures and notaries obtained including Padre Dam Municipal Water District if they are to sign the map.
- c. Copies of all certified return receipts for all signature omission letters.
- d. Subdivision Guarantee. (Land Development)

23. Starting with the first plan check submittal, all plan sets including the Parcel Map shall be submitted concurrently to Padre Dam Municipal Water District for review and approval. The City does not coordinate the review process with Padre Dam, this is the responsibility of the design engineer and the landscape architect. Failure to properly coordinate this review may result in delay of issuance of permits required for construction. It is incumbent upon the applicant to oversee the plan submittals of their design consultants. (Land Development)

24. **Street Improvement Plans** shall be submitted to the Engineering Department for review and acceptance. Prior to the start of construction of any improvements, public or private, within the limits of the public right-of-way, the applicant shall have plans accepted, agreements executed, securities posted and an encroachment permit issued. All improvements shall be installed in accordance with City standards and at the applicant's cost unless otherwise indicated. The following improvements are conditioned as part of this development:

- a. Construct two commercial driveways on Mission Gorge Road a minimum of 26 feet in width per City of Santee Standards. The driveway design shall be per the City of Santee Public Works (PW) Standard Drawing PW-38 and to the satisfaction of the Engineering Director/City Engineer.
- b. Remove the existing abandoned curb inlet and manhole on Mission Gorge Road and install new sidewalk with curb and gutter per San Diego County Regional Standard Drawings (SDRSD) standards. The existing pipe shall be removed and capped to the satisfaction of the Engineering Director/City Engineer.
- c. Install two curb outlets per SDRSD D-25A along Mission Gorge Road to convey the emergency overflow from the biofiltration basin and discharge run-on bypass drainage from the adjacent properties.

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- d. Repair or replace failed or inadequate pavement to the centerline and/or curb and gutter adjacent to the site on Mission Gorge Road.
- e. Public improvements shall be installed in accordance with Mission Gorge Road Design Standards per the City of Santee General Plan. Improvements shall be to the satisfaction of the Engineering Director/City Engineer.
- f. Street Improvement plans shall be one hundred percent (100%) complete at the time of plan check submittal, be prepared in accordance with City guidelines and the requirements set forth herein, and be ready for acceptance by the City. Partial or incomplete submittals will not be accepted for plan check. The applicant shall make an electronic submittal via the City of Santee Permitting and Licensing Portal. The items to be submitted include but are not limited to the following:
 - i. 100% complete improvement plans.
 - ii. Estimate for the cost of construction.
 - iii. Resolution of Approval approving the project.

In addition to the above electronic submittal requirements, one hard copy of the full-sized improvement plans shall be provided to the project engineer. Plan check and inspection fees shall be paid in accordance with the City Fee Schedule. The amount due will be determined by staff after the initial intake. To begin the review process, fees must be paid in full. (Land Development)

- 25. **Precise Grading Plans** shall be submitted to the Engineering Department for review and acceptance.
 - a. Horizontal and vertical control for all plans shall be obtained from ROS 11252 and shall be prepared at an engineering scale of 1"=20' unless otherwise approved by the City project engineer.
 - b. Project landscape and irrigation plans shall be submitted with the grading plan set during the first grading plan check.
 - c. All recommended measures identified in the approved geotechnical study shall be incorporated into the project design and construction.
 - d. The applicant shall accept any site run-on from adjacent properties. Provide knockouts at the bottom of the perimeter wall along the south and southeast property lines to bypass the off-site run-on drainage or proposed an alternate system designed to the satisfaction of the Engineering Director/City Engineer.
 - e. Retaining walls and masonry fences shall be adequately designed by a licensed engineer and shall incorporate wall drainage with appropriate outlet.
 - f. The project shall design the drainage system to flow via gravity. However, should a pump system be proposed, the pump shall not outlet directly to the public right-of-way without first discharging on-site to reduce velocity and ensure water quality prior to entering the City's Municipal Separate Storm

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Sewer Systems (MS4). From on-site, this drainage shall flow through a vegetated area a minimum length of 10 feet prior to leaving the site by a SDRSD D-25 Type A. The discharge produced shall be a quantity and/or velocity that mimics existing pre-development conditions. Further, the site shall be designed such that a pump failure will result in an overflow condition that will not flood the site, adjacent properties, and or leave with erosive velocities. The final design shall be to the satisfaction of the Engineering Director/City Engineer.

- g. Grading plans shall include preliminary recommendations for all pavement design sections within the project limits. The pavement structural section shall be designed based on the "R" value method using a minimum traffic index of 5.0. Structural sections shall consist of asphalt concrete over approved aggregate base material. Minimum concrete section shall be 5 1/2 inches Portland Cement Concrete (PCC) over compacted, non-expansive soil. Mix design shall be a minimum class 520-C-2500. R-value test data and design calculations shall be submitted for approval to the Engineering Department a minimum of seven days prior to placement of paving. The pavement design report shall conform to City of Santee Form 435 – PAVEMENT DESIGN AND R-VALUE TEST SUBMITTAL PROCEDURES.
- h. Grading plans shall be one hundred percent (100%) complete at the time of plan check submittal, be prepared in accordance with City guidelines and be ready for acceptance by the City. Partial or incomplete submittals will not be accepted for plan check. The applicant shall make an electronic submittal via the City of Santee Permitting and Licensing Portal. The items to be submitted include but are not limited to the following:
 - i. 100% complete Grading, landscape, and irrigation plans.
 - ii. Estimate for the cost of construction.
 - iii. Drainage Study specified here within.
 - iv. Storm Water Quality Management Plan (SWQMP) specified here within.
 - v. Operation & Maintenance (O&M) plan specified here within.
 - vi. Geotechnical Study specified here within.
 - vii. Letters of permission from any adjoining property owners if grading is proposed off-site. Letters shall be in a form acceptable to the City.
 - viii. Letters of acknowledgement signed and sealed, from each design consultant acknowledging City ownership of all construction drawings following City approval as specified here within.
 - ix. Resolution of Approval approving the project.

In addition to the above electronic submittal requirements, one hard copy of the above-mentioned full-sized plans, documents and reports shall be provided to the project engineer. Plan check and inspection fees shall be paid in accordance with

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the City Fee Schedule. The amount due will be determined by staff after the initial intake. To begin the review process, fees must be paid in full. (Land Development)

26. Provide a geotechnical study prepared in accordance with the Santee General Plan. All recommended measures identified in the approved study shall be incorporated into the project design. The Geotechnical/Seismic Hazard Study for the Safety Element of the Santee General Plan which details, in Table A-1, study criteria necessary to conform to the General Plan requirements, can be accessed from the City's website.
 - a. The geotechnical report shall analyze any proposed infiltration techniques (trenches, basins, dry wells, permeable pavements with underground reservoir for infiltration) for any potential adverse geotechnical concerns. Geotechnical conditions such as: slope stability, expansive soils, compressible soils, seepage, groundwater depth, and loss of foundation or pavement subgrade strength should be addressed, and mitigation measures provided. (Land Development)
27. Applicant consents to annexation of the property under development to the Santee Roadway Lighting District and agrees to waive any public notice and hearing of the transfer. Applicant shall pay the necessary annexation costs and upon installation of any streetlights required for the development, pay the necessary streetlight energizing and temporary operating costs. (Land Development)
28. Applicant shall pay all development impact fees in effect at the time of issuance of building permits. At present, the fees are estimated to be as follows:
 - a. Traffic Signal \$ 7,755.97 or \$ 1,922.65/ 1000 sf
 - b. Traffic Mitigation \$ 55,392.63 or \$ 13,731.44/ 1000 sf
 - c. Drainage \$ 6,953.49 or \$ 1,723.72/ 1000 sf
 - d. Fire Facilities \$ 3,650.93 or \$ 905.04/ 1000 sf
 - e. Long Range Planning \$ 163.94 or \$ 40.64/ 1000 sf
 - f. Administration \$ 1,478.34 or \$ 366.47/ 1000 sf

Total \$ 75,395.30

Development Impact Fee amounts shall be calculated in accordance with current fee ordinances in effect at issuance of building permit. Fees shall be adjusted on an annual basis in accordance with the Municipal Code. The applicant shall provide site and building footage certified by their engineer of work to Engineering Director/City Engineer for approval for use in calculating the final fee amounts. (Land Development)

29. Following issuance of a grading permit the applicant shall complete rough grading in accordance with the approved grading plans and the recommendations of the project's geotechnical engineer. Following completion of the rough grading and

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prior to issuance of any building permits, provide three originals of the pad compaction certification from the geotechnical engineer and three originals of the pad elevation certification from the project civil engineer to the City project engineer. (Land Development)

30. Provide a drainage study prepared by a registered Civil Engineer, with demonstrated expertise in drainage analysis and experience in fluvial geomorphology and water resources management. Storm drainage shall be designed to adequately convey storm water runoff without damage or flooding of surrounding properties or degradation of water quality.
 - a. The drainage study shall identify and calculate storm water runoff quantities expected from the site and upstream of the site and verify the adequacy of all on-site or off-site facilities necessary to discharge this runoff. The drainage system design shall be capable of collecting and conveying all surface water originating within the site, and surface water that may flow onto the site from upstream lands, and shall be in accordance with the latest adopted Master Drainage Plan, the requirements of the City of Santee Public Works Standards, including analysis of the 10-year, 50-year and 100-year frequency storms, and be based on full development of upstream areas.
 - b. The drainage study shall compute rainfall runoff characteristics from the project area including, at a minimum, peak flow rate, flow velocity, runoff volume, time of concentration, and retention volume. These characteristics shall be developed for the 10-year, 50-year and 100-year frequency six-hour storm during critical hydrologic conditions for soil and vegetative cover. Storm events shall be developed using isopluvial maps and in accordance with the San Diego County Hydrology Manual. (Land Development)
31. Provide a SWQMP prepared and in accordance with the City of Santee Storm Water Ordinance and in accordance with the City of Santee Best Management Practices (BMP) Design Manual dated February 2016. The SWQMP must include BMPs to address water quality and hydromodification. An O&M Plan describing maintenance requirements and costs for BMP maintenance and provision of maintenance verification shall be provided.

The SWQMP shall include the following:

- a. Develop and implement appropriate BMPs to ensure that the project does not increase pollutant loads from the site. A combination of respective storm water BMPs, including Site Design, Source Control, and Structural Treatment Control shall be implemented in accordance with the approved SWQMP.
- b. The project design shall incorporate Low Impact Development (LID) and site design BMPs to minimize directly connected impervious areas and to promote infiltration using LID techniques as outlined in the County of San Diego's LID handbook. Parking areas shall be designed to drain to

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landscape areas. Private roads shall be designed to drain to vegetated swales or landscaped areas.

- c. The site shall comply with full trash capture requirements by providing completely enclosed trash and recycling enclosures, and fitting all storm drain inlets with a State certified grate/screen or trash rack. Said devices must be designed to capture debris of 5 mm or greater, while preventing flooding potential. In addition, any adjacent public storm drain inlet structure to which the site discharges must also be retrofitted with trash capture devices. The device which shall be used for public inlets is the ADS FlexStorm Connector Pipe Screen system or approved equal.
- d. All inlets must be labeled with concrete stamp or equivalent - stating, "No Dumping - Drains to River". If work is performed on a public inlet, the public inlet must be labeled with the following standard specification: Public storm drain inlet markers shall be 4" diameter, stainless steel, natural embossed, inlet marker as manufactured by Almetek Industries or approved equal. Marker shall contain/state "No Dumping" with "Fish w/ Wave" symbol and "Drains to Waterways" legend. Marker shall contain 2" long x 1/4" diameter threaded rod and shall be installed flush and wet-set in top of inlet, centered on width of inlet opening.
- e. Down spouts and heating ventilation and air conditioning (HVAC) systems are not permitted to be connected to any storm drain conveyance system. All non-storm water discharges must either drain to landscaped areas, or be plumbed to the sewer.
- f. Fire suppression systems must be designed to be able to discharge to a sewer clean out for all maintenance and testing activities, or otherwise captured and contained on-site.
- g. California native/drought-tolerant plants shall be used to the maximum extent feasible to minimize the need for irrigation. Where irrigation is necessary, then the system shall be designed and installed to prevent overspray or irrigation runoff during normal operations and during a break in the line.
- h. The final project submittal shall include a standalone O&M Plan in accordance with the City of Santee BMP Design Manual.
- i. At a minimum the SWQMP shall contain specific information regarding any proposed pump. At a minimum, the report shall specify pump testing procedures and inspection frequency. The report shall discuss the treatment of water that has not dissipated from the basin within 72 hours and include training requirements for on-site personnel on how to operate the system in the event the BMP is not operating as intended, specifically the handling of stagnant water. Final approval of the SWQMP shall be to the satisfaction of the Engineering Director/City Engineer.
- j. Dewatering operations and pumping of groundwater offsite during construction, and post-construction, will require a permit from the California State Water Resourced Control Board or the discharge may be directed to

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the sanitary sewer provided the applicant receive a written letter of consent signed by Padre Dam Municipal Water District. Discharge of groundwater to the City's Municipal Separate Storm Sewer Systems (MS4) is prohibited. (Land Development)

32. Prior to Occupancy:
 - a. Provide two print copies and a digital copy of both the final approved SWQMP and the O&M Plan.
 - b. Submit a print and digital copy of the BMP Certification package. The BMP certification package includes but is not limited to: 'wet' signed and stamped certification form(s), all BMP related product receipts and materials delivery receipts, an inspection and installation log sheet, and photographs to document each stage of BMP installation.
 - c. Prior to issuance of occupancy, an executed contract must be in place with a qualified storm water service provider and a copy of the SWQMP provided to the consultant and the property owner / manager. (Land Development)
33. A Storm Water Facilities Maintenance Agreement accepting responsibility for all structural BMP maintenance, repair and replacement as outlined in said O&M plan binding on the land throughout the life of the project will be required prior to issuance of building permit. (Land Development)
34. The applicant shall comply at all times with the following work hour requirements:
 - a. No site work, building construction, or related activities, including equipment mobilization will be permitted to start on the project prior to 7:00 am and all work for the day shall be completed by 7:00 pm, no exceptions.
 - b. No work is permitted on Sundays or City Holidays.
 - c. No deliveries, including equipment drop-off and pick-up, shall be made to the project except between the hours of 8:00 am and 6:00 pm, Monday through Saturday, excluding Sundays and City Holidays. Deliveries of emergency supplies or equipment necessary to secure the site or protect the public are permitted.
 - d. If the applicant fails or is unable to enforce compliance with their contractors, subcontractors and material suppliers regarding the specified work hours, additional reduction of work hours may be imposed by the Engineering Department.
 - e. In addition to the above the applicant shall erect one or more signs stating the work hour restrictions. Signs shall be installed as may be required, in the vicinity of the project construction trailer if a job site trailer is used, or at such other locations as may be deemed appropriate by the Engineering Department. The sign shall be a minimum of 24" x 36" and shall be weather proofed. The sign content shall be provided by the Engineering Department. (Land Development)

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35. Trench work when required within City streets shall be completed within two weeks of the initial start date, including placement of the final trench patch. Trench plates or temporary pavement placement shall be installed at the end of each work day. Advance warning signs on lighted barricades notifying the public of trench plates and or uneven pavement shall be placed and maintained until permanent pavement repairs are made. The maximum length of time including weekends and holidays that trench plates may remain on the street is 72 hours after which temporary or permanent asphalt paving shall be placed. (Land Development)
36. Vehicle access on Mission Gorge Road, Cuyamaca Street, Olive Lane, Town Center Parkway, Carlton Hills Boulevard, Woodside Avenue, and Riverview Parkway shall be maintained at all times and all work shall be done at night unless otherwise approved by the Engineering Director/City Engineer. When day work is permitted, work hours shall be from 8:30 am to 3:30 pm, including set up and break down of traffic control. No day work will be permitted during the holiday season, defined as beginning the Saturday before Thanksgiving Day and shall extend through New Year's Day, unless otherwise approved by the Engineering Director/City Engineer. (Land Development)

SITE PREPARATION: Prior to any grading or site preparation activities, the applicant shall complete the following to the satisfaction of the applicable Department.

37. The Project site shall be secured in a manner approved by the Fire and Building Code Officials. Approved site security measures may include fencing, controlled access points, and signage as required by project conditions and the 2022 California Fire Code, Section 3303. Fire fighter access shall be provided via a Knox Company rapid entry product suitable for the premises type, to be installed at all approved access gates or entry points. The type and placement of the Knox product shall be reviewed and approved by the Santee Fire Department prior to commencement of construction activities. Security measures must remain in place for the duration of construction and be maintained in accordance with California Fire Code Section 3303. No removal or modification of security measures, including access devices, shall occur without written approval from the Fire and Building Code Officials. (Fire)

GRADING & CONSTRUCTION: During any grading, site preparation or construction activities, the applicant shall complete the following conditions to the satisfaction of the applicable Department:

38. If human remains are encountered, all work shall halt in the vicinity (within 100 feet) of the discovery and the San Diego County Coroner will be contacted in accordance with Public Resources Code (PRC) Section 5097.98 and Health and Safety Code Section 7050.5. The applicant and the City will also be notified. If the County Coroner determines that the remains are Native American, the NAHC will be notified in accordance with Health and Safety Code Section 7050.5, subdivision (c), and PRC Section 5097.98 (as amended by Assembly Bill 2641). The NAHC will designate a Most Likely Descendant (MLD) for the remains per PRC Section

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5097.98. The MLD shall complete the inspection of the site within 48 hours of being granted access and shall provide recommendations for the treatment of the remains. Until the landowner has conferred with the MLD, the applicant will ensure that the immediate vicinity where the discovery occurred is not disturbed by further activity, is adequately protected according to generally accepted cultural or archaeological standards or practices. (Planning)

39. Construction equipment with a manufacturer's noise rating of 85 dBALMAX or greater, may only operate at a specific location for 10 consecutive workdays. If work involving such equipment involves more than 10 consecutive workdays, a notice must be provided to all property owners and residents within 300 feet of the site no later than 10 days before the start of construction. A sign legible at a distance of 50 ft shall also be posted at the construction site. All notices and the signs must be approved by the City and shall indicate the dates and durations of construction activities, as well as provide a telephone number for the noise disturbance coordinator. (Planning)

OCCUPANCY: Prior to any occupancy, final grading release, or use of the premises in reliance of this permit the applicant shall complete the following to the satisfaction of the applicable Department.

40. A solar system with a generating capacity of at least 1.5 watts of energy per square foot of building area must be installed prior to occupancy. (Building)
41. The project shall utilize high-efficiency equipment and fixtures consistent with the current California Green Building Standards Code and Title 24 of the California Code of Regulations. (Planning)
42. In conformance with San Diego Air Pollution Control District's (SDAPCD) Rule 67.0.1, Architectural Coatings, the project shall use low volatile organic compound (VOC) paints. (Planning)
43. A bond, equal to the cost of full landscape installation, shall be required and shall not be released for a minimum of one year until said landscaping is demonstrated to be fully viable. (Planning)
44. Building address numbers shall be installed and displayed in block-style lettering with minimum height of 12 inches with 1-inch stroke. In addition:
 - a. Numbers shall be black in color, or another color approved by the Santee Fire Department, providing clear contrast against the background surface for maximum visibility.
 - b. Address numbers shall be permanently affixed to the building or structure in a location clearly visible from the adjacent fire apparatus access road or street.
 - c. The size, style, color, and location of address numbers shall be reviewed and approved by the Santee Fire Department prior to final inspection.

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- d. Address numbers shall be posted while the project is under construction at the project entrance. (Fire)
- 45. A deferred submittal is required for all automatic fire extinguishing systems. The complete fire sprinkler system design, including plans, specifications, hydraulic calculations, and manufacturer information, shall be submitted to the Santee Fire Department for review and approval prior to installation.
 - a. The deferred submittal must comply with all applicable provisions of the 2022 California Fire Code, NFPA 13, and City of Santee Fire Code Amendments.
 - b. The submittal package shall clearly identify the scope of work, system components, installation details, and coordination with other building and fire protection systems.
 - c. No installation of any fire sprinkler system components shall proceed until the deferred submittal has been reviewed and approved by the Santee Fire Department.
 - d. Any modifications to the approved fire sprinkler design during construction must be resubmitted for review and approval.
 - e. Final acceptance and system testing shall be required prior to issuance of a final occupancy permit. (Fire)
- 46. Knox Company fire department connection (FDC) plugs shall be installed on all required fire department connections for automatic fire sprinkler systems. (Fire)
- 47. A deferred submittal is required for all automatic fire alarm systems and dedicated functional fire alarm systems. The complete fire alarm system design, including plans, specifications, and manufacturer information, shall be submitted to the Santee Fire Department for review and approval prior to installation.
 - a. The deferred submittal must comply with all applicable provisions of the 2022 California Fire Code, the National Fire Alarm and Signaling Code (NFPA 72), and City of Santee Fire Code Amendments.
 - b. The deferred submittal package shall clearly identify the scope of work, system components, device types and locations, and coordination with other building systems.
 - c. No installation of any fire alarm system components shall proceed until the deferred submittal has been reviewed and approved by the Santee Fire Department.
 - d. Any changes to the approved fire alarm design during construction must be resubmitted for review and approval.
 - e. Final acceptance and system testing shall be required prior to issuance of a final occupancy permit. (Fire)

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48. An exterior approved audio/visual water-flow alarm device shall be installed and connected to every automatic fire sprinkler system at an approved location. The water-flow alarm device shall be activated by water flow equivalent to the flow of a single sprinkler with the smallest orifice size installed in the system. The exterior alarm device shall be installed near the address lettering. (Fire)
49. A Hazardous Materials Management Plan (HMMP) shall be submitted to the Santee Fire Department for review and approval prior to the storage, handling, or use of hazardous materials on site.
 - a. The HMMP shall include site-specific information detailing the location, type, quantity, and storage methods of all hazardous materials.
 - b. The plan shall clearly identify emergency procedures, facility evacuation routes, and coordination with fire protection systems.
 - c. The HMMP must comply with all applicable provisions of the 2022 California Fire Code, including Section 5001.5.1, and City of Santee Fire Code Amendments.
 - d. No hazardous materials operations shall commence until the HMMP has been reviewed and approved by the Santee Fire Department.
 - e. Any changes to hazardous materials quantities, types, or storage locations shall require an updated HMMP to be submitted for review and approval. (Fire)
50. A Hazardous Materials Inventory Statement (HMIS) shall be submitted to the Santee Fire Department for review and approval prior to the storage, handling, or use of hazardous materials on site.
 - a. The HMIS shall include a complete inventory of all hazardous materials, including chemical names, quantities, physical states, and associated hazard classifications.
 - b. The inventory shall be presented in a format consistent with CFC Section 5001.5.2 and shall include a site plan identifying storage and use areas.
 - c. The HMIS must be kept current and updated whenever there is a change in the type or quantity of hazardous materials stored or used on site.
 - d. No hazardous materials operations shall commence until the HMIS has been reviewed and approved by the Santee Fire Department.
 - e. Final approval is contingent upon verification of the HMIS during inspection and confirmation of compliance with applicable codes and regulations. (Fire)
51. Applicant shall place all new utilities required to serve the project underground. No overhead facilities or extension of overhead facilities is permitted. (Land Development)

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52. Applicant shall obtain parcel map approval and record the parcel map. Once recorded, the applicant shall within thirty days of recordation, provide one mylar copy and seven sets of prints of the map to the City for their permanent records. The prints shall be bound and stapled. The prints and mylar shall be in accordance with City standards in effect at the time of recordation. (Land Development)
53. Applicant shall dedicate right-of-way along Mission Gorge Road adjacent to the site such that the ultimate right-of-way width to centerline is 51 feet. Additional right-of-way may be required as necessary to provide adequate transition to match existing improvements and or accommodate the future meandering sidewalk. (Land Development)
54. Applicant shall dedicate to the City of Santee a 26-foot-wide fire and emergency vehicular access easements on-site to the satisfaction of the Fire Marshal. (Land Development)
55. Plant all new trees in and within 10 feet of the public right-of-way with root control barriers. (Land Development)
56. Construct all improvements within the public right-of-way and improvements as shown on the approved precise grading plans. Improvements shall be completed to the satisfaction of the Engineering Director/City Engineer. (Land Development)

POST-OCCUPANCY: After certificate of occupancy, final grading release, or use of the premises in reliance of this permit, the applicant shall complete the following to the satisfaction of the applicable Department.

57. All groundcover installed pursuant to an approved landscape plan shall provide one-hundred percent coverage within nine months of planting or additional landscaping, to be approved by the City, shall be required in order to meet this standard. (Planning)

ONGOING: The following conditions shall apply during the term of this permit.

58. The site shall remain in substantial conformance with the approved plans and shall be maintained including:
 - a. Maintaining all approved parking and driveway areas;
 - b. Continual maintenance of all landscape areas on-site. All landscaped areas shall be kept free from weeds and debris and maintained in a healthy, growing condition, and shall receive regular pruning, fertilizing, mowing and trimming. Any damaged, dead, diseased or decaying plant material shall be replaced within thirty days from the date of damage;
 - c. Maintaining all approved lighting, walls, fencing, mechanical screening and signage.

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59. Failure to conform to the approved plot plans is an unlawful use of land and will result in enforcement action pursuant to SMC Chapter 1.10. The Code Compliance Division is responsible for the enforcement of this permit. (Planning)
60. Any approval such as an approved site plan, grading plan, landscape plan, or development review plan, shall run with the land/applicant/owner/operator and shall continue to be valid upon a change of ownership of the site or structure to which it applies. (Planning)

SECTION 4: The applicant shall defend, indemnify, and hold harmless the City of Santee and its officers, employees, and agents from any claim, action, or proceeding against the City and/or its officers, employees or agents to attack or set aside, void, or annul the approval of the City of Santee concerning CUP-2024-0005, or any action relating to or arising out of its approval.

SECTION 5: The terms and conditions of CUP-2024-0005 shall be binding upon the permittee and all persons, firms, and corporations having an interest in the property subject to CUP-2024-0005 and the heirs, executors, administrators, successors and assigns of each of them, including municipal corporations, public agencies and districts.

SECTION 6: The approval of CUP-2024-0005 expires on January 28, 2029, at 5:00 p.m. except where substantial use has commenced prior to its expiration. If use of the development has not commenced within the three-year period, said expiration date may be extended pursuant to a request for time extension approved by the Planning & Building Director/City Planner (SMC Section 13.04.090). The request must be received 60 days prior to the original expiration date.

SECTION 7: Pursuant to Government Code Section 66020, the 90-day approval period in which the applicant may protest the imposition of any fees, dedications, reservations, or exactions imposed pursuant to this approval, shall begin on January 28, 2026.

SECTION 8: The City of Santee hereby notifies the applicant that State Law (SB1535) authorizes the County Clerk to collect a documentary handling fee for the processing of CEQA documents. In order to comply with State Law, the applicant should remit to the City of Santee Planning & Building Department, within two (2) working days of the date of this approval a certified check payable to the "San Diego Recorder/County Clerk" in the amount of \$ 50.00. The City of Santee shall file the Notice of Exemption with the San Diego County Clerk upon receipt of the certified check. Failure to remit the required fee in full within the time specified above will result in a delay of the start of the thirty-five (35) day statute of limitations on court challenges to the approval under CEQA.

SECTION 9: SMC Chapter 1.08 provides for the issuance of Administrative citations for Municipal Code violations. Should non-compliance with said terms and conditions of this Conditional Use Permit or any violation of the Municipal Code that includes the City's Storm Water Ordinance, the City has the right to issue administrative citations containing an assessment of civil fines for each violation and collect administrative fines for violations.

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SECTION 10: The documents and materials that constitute the record of proceedings on which these findings have been based are located with the City Clerk at the City of Santee City Clerk's office at 10601 Magnolia Avenue, Building #3, Santee, CA 92071.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 28th day of January 2026, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK



COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 13

MEETING DATE

January 28, 2026

ITEM TITLE PUBLIC HEARING AND RESOLUTION VACATING EXCESS RIGHT-OF-WAY ALONG PARK CENTER DRIVE (VAC-2025-0001); MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 37350; AUTHORIZING THE CITY MANAGER TO EXECUTE A QUITCLAIM DEED TO TRANSFER THE PROPERTY TO THE ADJACENT LANDOWNER; AND FINDING THE ACTION IS NOT A PROJECT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA")
LOCATION: 701 PARK CENTER DRIVE, APN: 381-032-29

DIRECTOR/DEPARTMENT Carl Schmitz, P.E., Director of Engineering / City Engineer

SUMMARY

City of Santee owns in fee simple approximately .26 acres of real property near Park Center Drive in the City of Santee known as portion of APN 381-032-29 and more fully described in Exhibits "A" and "B" of the attached Resolution ("Property"). City staff has determined that the Property is excess right-of-way that is no longer necessary for current or future City uses and vacating it will remove the burden of city maintenance of this excess area and promote orderly development. Resolution No. 017-2025, Section 3(F)(11)(e) conditions new development on property adjacent to Property on vacation of the Property.

Staff has evaluated the area and determined the Property can be vacated without inhibiting access to public right of way or utility easements.

On December 10, 2025, City Council approved an item indicating the intent to vacate the Property. On January 14, 2026, City Council adopted a Resolution revising the date for the Public Hearing to align with tonight's regular meeting date, and making other clarifications.

Streets and Highways Code Section 8300 establishes a procedure for vacating right of way that is no longer needed for present or future use. All procedural prerequisites are complete. Holding a public hearing and adopting the attached resolution will approve the vacation and authorize the City Manager to transfer ownership of the property to the adjacent landowner.

ENVIRONMENTAL REVIEW

This action is not subject to the California Environmental Quality Act ("CEQA") pursuant to Section 15060(c)(3) (the activity is not a project as defined in Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly).

FINANCIAL STATEMENT



There is no financial impact from this action.

CITY ATTORNEY REVIEW

N/A

Completed





CITY OF SANTEE
COUNCIL AGENDA STATEMENT

RECOMMENDATION *WK*

Adopt the attached resolution.

ATTACHMENT

Resolution

Exhibit "A" – Legal Description

Exhibit "B" – Plat

Exhibit "C" – Quitclaim Deed



**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
VACATING EXCESS RIGHT-OF-WAY ALONG PARK CENTER DRIVE (VAC-2025-
0001); MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 37350;
AUTHORIZING THE CITY MANAGER TO EXECUTE A QUITCLAIM DEED TO
TRANSFER THE PROPERTY TO THE ADJACENT LANDOWNER; AND FINDING
THE ACTION IS NOT A PROJECT SUBJECT TO THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT (“CEQA”). LOCATION: 701 PARK CENTER
DRIVE, APN: 381-032-29**

WHEREAS, the City of Santee (the "City") owns in fee simple approximately .26 acres of real property constituting excess right-of-way near Park Center Drive in the City of Santee known as a portion of APN 381-032-29 and more fully described in Exhibits "A" and "B" attached hereto and incorporated herein by reference (the "Property"); and

WHEREAS, Resolution No. 017-2025, Section 3.F.11.e conditions vacating the Property to the adjacent property owner for new development; and

WHEREAS, the Property proposed for vacation is not required for street or highway purposes and vacating to a private owner will remove the burden of City maintenance and promote orderly development; and

WHEREAS, Park Center Drive is classified as a residential collector per the Mobility Element of the General Plan and requires 30 feet of right-of-way to the centerline of the street; and

WHEREAS, the Property constitutes land located greater than 30 feet from the centerline of the street and is not required for street or highway purposes; and

WHEREAS, the owner of an abutting property, City Ventures has requested a vacation of excess right-of-way abutting their site frontage; and

WHEREAS, the Property is a liability to the City rather than an asset because it serves no particular City purpose and requires the City to incur recurring costs for maintenance and upkeep. Vacation and transfer to a willing abutting owner would provide a unique opportunity to eliminate the additional costs imposed by this Property and serve the best interests of the public. Therefore, the City Council finds and declares that the vacation and transfer of the Property serves a valid public purpose and is for the public benefit.

WHEREAS, the City has formally declared the Property as "exempt surplus land" under the Surplus Land Act (Government Code section 54220 et seq.) and has received a positive determination letter from the California Department of Housing and Community Development confirming the Property's exempt status.

WHEREAS, pursuant to California Streets and Highways Code, Division 9 – Change of Grade and Vacation, Part 3 – Public Streets, Highways, and Service Easements Vacation Law (beginning with Section 8300) the City seeks to vacate the Property; and

WHEREAS, pursuant to Streets and Highways Code section 8313 and Government Code section 65402, the City Council has considered the General Plan, and the vacation contemplated by this Resolution is consistent with the General Plan because the Mobility Element requires 30 feet of right-of-way to the centerline of Park Center and the Property is excess right-of-way outside of the 30 feet and is not needed for the General Plan; therefore the vacation is consistent with the General Plan.

WHEREAS, pursuant to Streets and Highways Code section 8320, the City Council scheduled a public hearing for January 28, 2026 at 6:30 p.m. at the City Council Chambers located at 10601 Magnolia Avenue, Santee, CA 92071, and gave the public all required published and posted notices and a reasonable opportunity to appear at said hearing and be heard on the matter of the proposed vacation; and

WHEREAS, said hearing has been held by the City and the public was afforded the opportunity to be heard on said matters; and

WHEREAS, the City Council has considered all recommendations by staff and public testimony at the public hearing held on January 28, 2026 at 6:30 pm at 10601 Magnolia Avenue in the Council Chambers; and

WHEREAS, at the conclusion of the hearing and considering all evidence submitted, the City Council finds that the Property to be vacated is unnecessary for present or prospective public use; and

WHEREAS, all other legal prerequisites to the adoption of this Resolution have occurred; and

WHEREAS, pursuant to Streets & Highways Code section 8355(a), after finding that the Property is no longer needed by the public, the City Council may dispose of the property in the manner approved by the City Council; and

WHEREAS, the proposed transfer of Property to the adjacent landowner is consistent with Government Code section 37350, because it is for the common benefit. The City Council, per Government Code section 37350, finds that the transfer of the Property to is for the common benefit for the following reasons, among others stated herein: (1) the Property is not necessary for the City's use; (2) disposition of the Property would eliminate the City's need to continue expending public funds maintaining the Property; (3) the City previously identified that the Property should be vacated to the adjacent landowner to reduce City maintenance burdens and promote orderly development in the City; and

WHEREAS, therefore, the City Council also desires to authorize the City Manager to execute a quitclaim deed in substantially the form attached hereto as Exhibit "C" ("Quitclaim Deed") to dispose of the Property to the adjacent landowner.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Santee, California, as follows:

Section 1. The City Council hereby finds and determines that the Recitals of this Resolution are true and correct and are hereby incorporated into this Resolution as findings and determinations of the City Council.

Section 2. The City has provided notice of this hearing as required by Streets and Highways Code sections 8320-8323.

Section 3. **This** action is not subject to the California Environmental Quality Act ("CEQA") pursuant to Section 15060(c)(3) (the activity is not a project as defined in Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly).

Section 4. The City Council finds that the Property proposed to be vacated is unnecessary for present or prospective public use.

Section 5. The location of the Property subject to vacation and relinquishment is described and depicted in Exhibit "A" and Exhibit "B" to this Resolution.

Section 6. The City hereby vacates the Property, in accordance with Streets and Highways Code section 8324(b).

Section 7. The Council directs the City Clerk to cause a certified copy of this Resolution, attested by the City Clerk under seal, to be recorded without acknowledgment, certificate of acknowledgment, or further proof in the Office of the San Diego County Recorder. Pursuant to Streets and Highways Code Section 8325, no fee shall be charged for such recordation. The City Clerk shall permanently maintain a true and correct copy of this Resolution.

Section 8. This Resolution shall become effective upon its adoption. Upon the recordation required hereby, the vacation is complete.

Section 9. The City Council finds and declares that the Property serves no particular City purpose and requires the City to incur recurring costs for maintenance and upkeep, that vacation and transfer to a willing abutting owner would provide a unique opportunity to eliminate the additional costs imposed by this Property and serve the best interests of the public, and therefore that the vacation and transfer of the Property serves a valid public purpose and is for the public benefit.

Section 10. The City Council finds and declares that the proposed transfer of Property to the adjacent landowner is consistent with Government Code section 37350, because it is for the common benefit as set forth herein.

Section 11. The City Manager is authorized to execute any and all documents that may be necessary to evidence the vacation of the Property. The City Manager is further authorized to finalize and execute the Quitclaim Deed and take any other action required to dispose of the Property to the adjacent landowner consistent with Resolution No. 017-2025, Section 3.F.11.e.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 28th day of January 2026, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

Attachment: Exhibit "A" – Legal Description
 Exhibit "B" – Plat
 Exhibit "C" – Quitclaim Deed

EXHIBIT A
PROPERTY LEGAL DESCRIPTION
CITY OF SANTEE

Being a portion of the Lands of the City of Santee as described in the Grant Deed document number 1994-0443325, San Diego County Official Records, recorded on July 15, 1994, being a portion of Parcel 1 as shown on the Parcel Map No. 12651, filed April 1, 1983. More Particularly described as follows:

Beginning at the Southeast corner of said Parcel 1, thence along the east boundary of said Parcel 1, North 00°16'36" East, 319.82 feet;

Thence leaving the said east boundary, North 89°39'55" West, 22.04 feet, more or less, to the eastern right of way of Park Center Drive;

Thence along the said right of way, South 00°17'59" West, 77.15 feet, to a curve to the right;

Thence southerly along the said curve with a radius of 530.00 feet, included angle of 19°22'25", for an arc length of 179.21 feet;

Thence South 19°40'23" West, 70.83 feet, to a point on the southern boundary of said Parcel 1;

Thence along the said southern boundary of Parcel 1, South 89°39'55" East, 75.67 feet, more or less to the Point of Beginning.

Containing 11,597 sq ft, more or less

Attached hereto and made a part of this legal description is a plat labeled Exhibit "B".

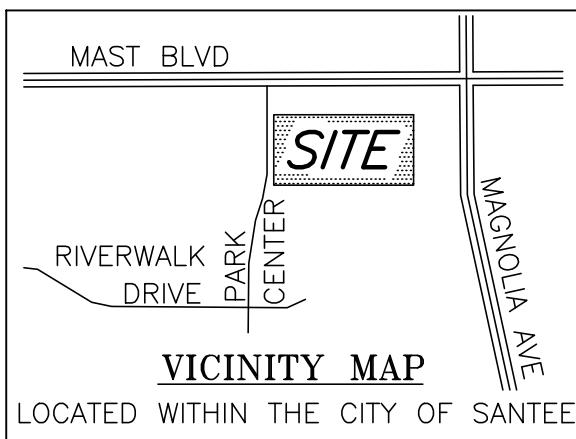
This description was prepared by me or under my direction in December 2025

RAM

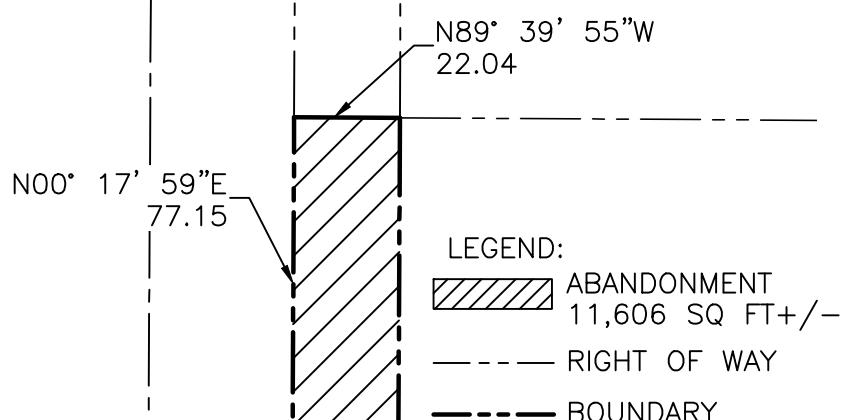
Richard A Maddock, PLS 8131

Dec 3, 2025
Date:



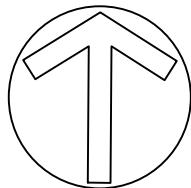


PARCEL 1
PARCEL MAP No. 12651



L=179.21, R=530.00, D=019°22'25"

LANDS OF THE
CITY OF SANTEE
DOC 1994-0443325
APN 381-032-029



0 40 80 Feet



LANDS OF
SANTEE 5 INV. LLC.
DOC 2024-0118552.

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EXHIBIT C

No Recording Fees Required
Per Government Code
Section 27383

RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:

CITY OF SANTEE
City Manager
10601 Magnolia Avenue
Santee, California 92071

(Space above this line is for Recorders use)

WO#:

APN: portion of APN 381-032-29

Exempt from Recording Fees per Govt. Code §2738
Exempt from Documentary Transfer Tax per Calif. Rev. &
Tax. Code §11922

QUITCLAIM

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, CITY OF SANTEE, a California municipal corporation ("Grantor"), and its successors and assigns, does hereby REMISE, RELEASE AND FOREVER QUITCLAIM, without representation or warranty of any kind, all right, title and interest Grantor may have in that certain real property comprising a .26 acre portion of APN 381-032-29 situated in the City of Santee, County of San Diego, State of California, more particularly described in EXHIBIT A attached hereto by and incorporated herein by reference, and depicted in EXHIBIT B attached hereto and incorporated herein by reference (the "Property") to _____, a _____, ("Grantee"). As a result of this Quitclaim and its recording in the records of San Diego County, California, any and all of Grantor's rights or interests in, to, or across the Property will no longer affect title to the Property.

GRANTOR
CITY OF SANTEE
A California municipal corporation

Date: _____

By: _____
Wendy Kaserman
City Manager

Attest:

Date: _____

By: _____
James Jeffries
City Clerk

EXHIBIT A
PROPERTY LEGAL DESCRIPTION
CITY OF SANTEE

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Thence leaving the said east boundary, North 89°39'55" West, 22.04 feet, more or less, to the eastern right of way of Park Center Drive;

Thence along the said right of way, South 00°17'59" West, 77.15 feet, to a curve to the right;

Thence southerly along the said curve with a radius of 530.00 feet, included angle of 19°22'25", for an arc length of 179.21 feet;

Thence South 19°40'23" West, 70.83 feet, to a point on the southern boundary of said Parcel 1;

Thence along the said southern boundary of Parcel 1, South 89°39'55" East, 75.67 feet, more or less to the Point of Beginning.

Containing 11,597 sq ft, more or less

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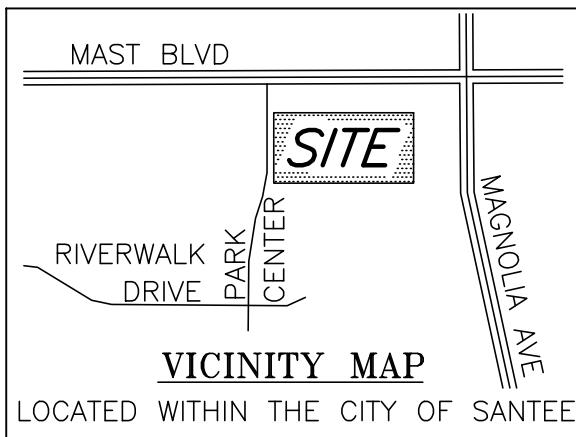
This description was prepared by me or under my direction in December 2025

RAM

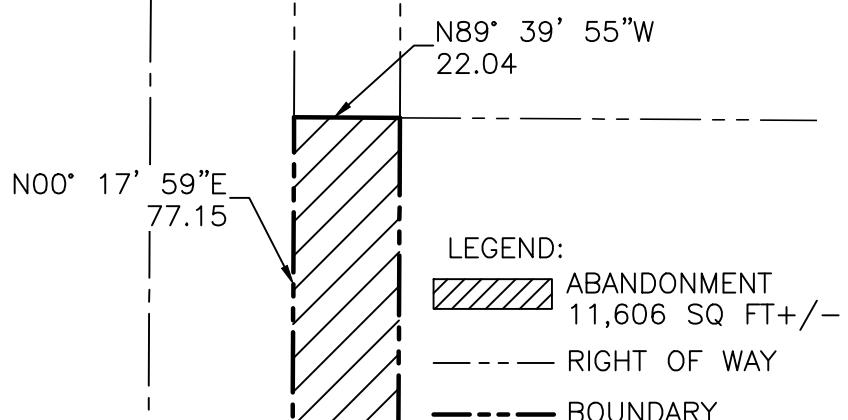
Richard A Maddock, PLS 8131

Dec 3, 2025
Date:



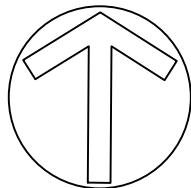


PARCEL 1
PARCEL MAP No. 12651



L=179.21, R=530.00, D=019°22'25"

LANDS OF THE
CITY OF SANTEE
DOC 1994-0443325
APN 381-032-029



0 40 80 Feet



Pam

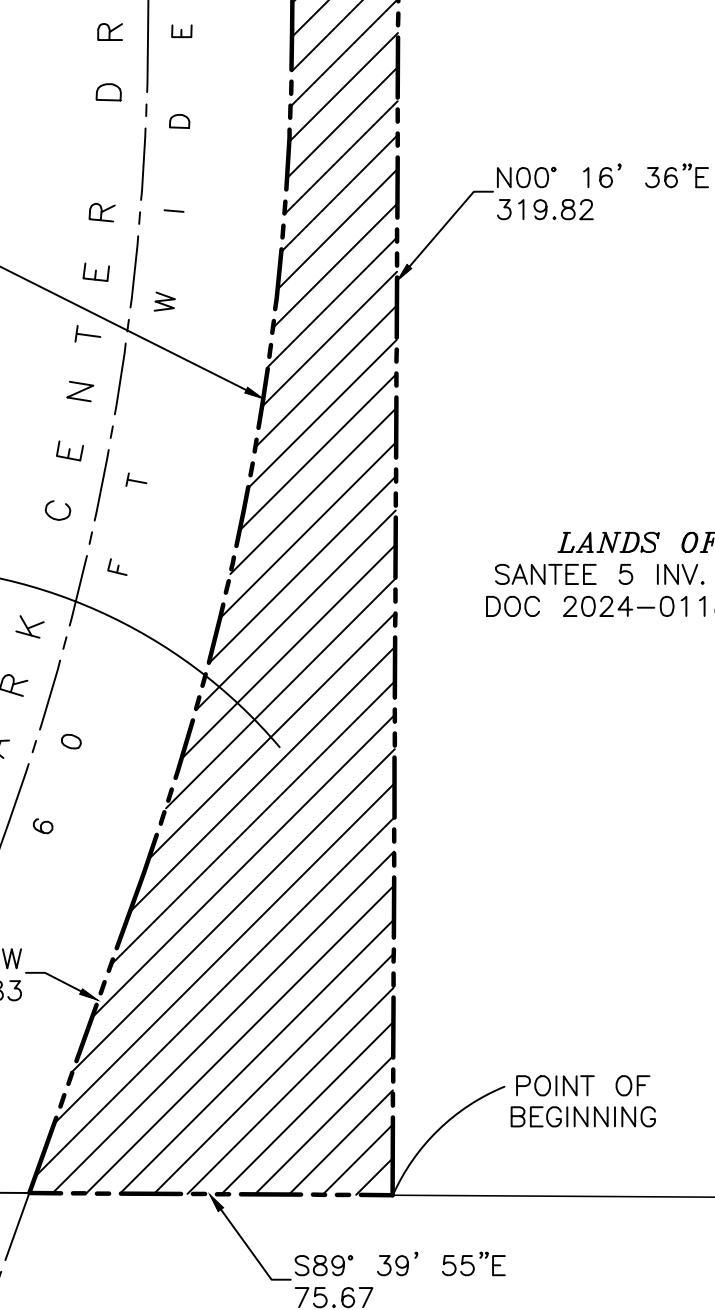


EXHIBIT B PROPERTY DEPICTION

ABANDONMENT

LANDS OF CITY OF SANTEE
DOC 1994-0443325

NOTARY ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)

COUNTY OF _____)

On _____ before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under penalty of perjury under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Notary Signature _____

(Seal)



COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 14

MEETING DATE January 28, 2026

ITEM TITLE RESOLUTION AUTHORIZING THE APPROPRIATION OF INITIAL FUNDS FROM THE GENERAL FUND RESERVE TO SUPPORT THE START OF PLANNING & PROGRAM ROLLOUT FOR AMERICA'S 250th ANNIVERSARY CELEBRATION.

DIRECTOR/DEPARTMENT Nicolas Chavez, Community Services Director

SUMMARY

On November 12, 2025, the City Council approved applying for a \$45,000 grant through the County of San Diego's Neighborhood Reinvestment Program to enhance existing arts, cultural, and community special events with additional elements commemorating America's 250th anniversary.

While we await grant determination, we respectfully request preliminary funding to initiate the planning and coordination necessary to implement event enhancements at Santee Salutes...July 4th and yearlong celebratory items. This funding would provide flexibility to secure key elements in advance, with the intent of reimbursing eligible expenses with grant funds and sponsorship support once secured.

Many cities and jurisdictions will be planning similar commemorative activities, and beginning the process now will position the City to secure vendors, entertainment, and production components before availability becomes limited.

Staff is requesting \$35,000 to initiate the planning process, secure key enhancement elements, and confirm vendor commitments to ensure these activities can be successfully incorporated into existing community events and around the community. In addition to grant funding, the City intends to offset a portion of the associated costs through sponsorships and community partnerships. The City currently obtains about \$58,600 in sponsorship and revenue for Santee Salutes...July 4th.

Potential event enhancements at Santee Salutes...July 4th and yearlong celebratory items may include, but are not limited to: a second fireworks location, a drone light show, themed 250th commemorative giveaways, citywide banners, interactive light displays, a ceremonial flyover, community murals, a commemorative photo booth experience, specialty desserts, and other patriotic activities designed to engage residents of all ages.

FINANCIAL STATEMENT

Appropriate \$35,000 from the General Fund Reserve to the City Manager's FY 2025-26 Operating Budget to secure America's 250th celebration elements. Additional funding sources are anticipated to include pending grant award and sponsorship contributions, which will help offset the City's direct expenditures.

CITY ATTORNEY REVIEW N/A • Completed





CITY OF SANTEE
COUNCIL AGENDA STATEMENT

RECOMMENDATION *WK*

Adopt the Resolution authorizing the appropriation of \$35,000 in initial funds for America's 250th anniversary celebration to the Fiscal Year 2025-26 City Manager's Operating Budget.

ATTACHMENT

Resolution



RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
AUTHORIZING THE APPROPRIATION OF INITIAL FUNDS FROM THE GENERAL
FUND RESERVE TO SUPPORT THE START OF PLANNING & PROGRAM FOR
AMERICA'S 250th ANNIVERSARY CELEBRATION**

WHEREAS, at the November 12, 2025, City Council meeting staff requested approval to apply for a \$45,000 grant through the County of San Diego's Neighborhood Reinvestment Program to enhance existing arts, cultural, and community special events with additional elements commemorating America's 250th anniversary; and

WHEREAS, the City Council was in unanimous support of applying for the grant and directed staff to continue with the application process; and

WHEREAS, while staff waits for grant approval, staff anticipates the need to begin the planning and coordination necessary to implement event enhancements at Santee Salutes...July 4th and yearlong celebratory items; and

WHEREAS, this funding would provide flexibility to secure key elements in advance, with the intent of reimbursing eligible expenses with grant funds and sponsorship support once secured; and

WHEREAS, many other cities and jurisdictions will be planning similar commemorative activities, and beginning the process now will help ensure the City locks in vendors, entertainment, and production components before availability becomes limited; and

WHEREAS, staff is requesting \$35,000 to initiate the planning process, secure key enhancement elements, and confirm vendor commitments to ensure these activities can be successfully incorporated into existing community events and around the community. In addition, to the grant funding, the City intends to offset a portion of the associated costs through sponsorships and community partnerships. The City currently obtains about \$58,600 in sponsorship and revenue for Santee Salutes...July 4th; and

WHEREAS, potential event enhancements at Santee Salutes...July 4th and yearlong celebratory items may include, but are not limited to: a second fireworks location, a drone light show, themed 250th commemorative giveaways, citywide banners, interactive light displays, a ceremonial flyover, community murals, a commemorative photo booth experience, specialty desserts, and other patriotic activities designed to engage residents of all ages.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santee, California, that the City Council hereby:

Section 1. Authorizes the appropriation of \$35,000 from the General Fund Reserve into the City Manager's FY 2025-26 Operating Budget for the celebration of America's 250th

RESOLUTION NO. _____

anniversary, with the intent of reimbursing eligible expenses with grant funds and sponsorship support once secured.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 28th day of January 2026, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

MEETING DATE

January 28, 2026

ITEM TITLE PAVEMENT MANAGEMENT REPORT 2026 AND PAVEMENT MAINTENANCE WORKSHOP FY 2026-27 AND FINDING THE ACTION IS NOT A PROJECT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA")

DIRECTOR/DEPARTMENTCarl Schmitz, City Engineer *smr Feb'***SUMMARY**

This item is an informational item regarding the completion of the Pavement Management Report 2026 ("Report") by ICC/IMS and a pavement workshop related to the City's pavement maintenance program. This item also requests the approval of streets for the FY 2026-27 annual street resurfacing projects as they relate to the City's pavement maintenance program. Additionally, staff are requesting Council direction regarding future goals for street maintenance in preparation for the upcoming mid-year and FY 2026-27 budget processes.

On May 14, 2025, the City Council authorized the execution of a Professional Services Agreement with ICC/IMS to prepare the 2026 Report which includes the assessment of all City streets. The draft report compiles data from field assessments and analysis of all existing public street conditions, prior pavement condition reports, recent pavement resurfacing projects, funding sources and budgets for the entire street network within Santee. ICC/IMS has collected and analyzed data from every public street within Santee and has prepared the final report which provides a recommended pavement maintenance list based on proposed budgets for the best use of funds. The report identified an overall rating of the **City's pavement condition index (PCI) of 69**. A PCI of 70 is the minimum goal for the overall PCI of a City street network. The updated City PCI of 69 increased from 65 in the 2022 Pavement Condition Report. This is the highest overall City PCI since 2003. A summary of the pavement management report and its findings are included in the attached Staff Report.

The prior 2022 Pavement Condition Report stated an annual budget of \$4.52 million would be required to achieve a City PCI of 70. At the time of the report, the City was annually budgeting approximately \$2.2 million for the pavement management program utilizing State Road Maintenance and Rehabilitation Account (RMRA) "Gas Tax" dollars and regional Transnet funding, no General Funds were allocated. Recognizing the importance of improving street conditions, extending the life of streets, and reducing future street maintenance costs, beginning in 2022, the City has invested a total of \$16.96 million or an average of \$4.24 million per year on City paving projects. In total, City Council appropriated a total of \$7,035,000 in General Funds between 2022-2025 on street resurfacing projects. By adhering to the zone and street recommendations from the 2022 report and with the additional General Funds appropriated for street resurfacing, the overall City PCI has increased to 69. Using multiple funding sources provided a more cost-effective strategy, which allowed a larger number of streets to be resurfaced, which resulted in lower repair costs.

The new 2026 Report estimates an annual budget of \$4.55 million is required to achieve an overall PCI of 70 and an estimated annual budget of \$7.33 million is required to achieve an overall PCI of 75. Pending available funding, Staff recommends the City should target an overall PCI of 75 to improve the condition of City streets and reduce future street resurfacing



costs. Staff are seeking direction from the City Council regarding the upcoming mid-year budget process, and the FY 2026-27 budget process as to whether staff should plan to present funding options to achieve an overall PCI of 70 or 75. No additional appropriations are being requested as part of this current report.

The current FY 2026-27 street resurfacing budget is \$2,396,300 utilizing Gas Tax (RMRA) and TransNet funding, which is less than the estimated \$4.55 million required to achieve an overall City PCI of 70. The City Council has established a goal to review methods for planning and scheduling road and street repairs. It is anticipated that as part of the discussion on this item, Council members will provide input into this process to give voice to concerns and comments heard in the community.

TRANSNET AND RMRA FUNDING RECOMMENDATIONS

The estimated FY 2026-27 available funding for street paving is \$2,396,300 which is provided by funding from TransNet and the Road Maintenance and Rehabilitation Account ("RMRA") funds. TransNet and RMRA funding require the streets to be programmed in advance of the work and must be consistent with the Pavement Management Report recommendations and prior City Council approval.

The 2026 Report identifies Zone BN, AG and AB as the next neighborhood zones to be resurfaced. Staff recommend that these neighborhood zones be included in the FY 2026-27 annual street resurfacing projects and are consistent with the current RMRA and TransNet program streets.

ENVIRONMENTAL REVIEW

Per California Environmental Quality Act (CEQA) Guidelines Section 15378, this action is not a project under CEQA as it involves the creation of a government funding mechanism, or other government fiscal activities, however, if the projects are awarded, CEQA will be reviewed, as applicable.

FINANCIAL STATEMENT

Funding for the 2026 Report was provided by Paving Program General Funds in the amount of \$60,000.00 and was included in the adopted FY 2024-28 Capital Improvement Program budget.

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATION *WK*

1. Accept the Pavement Management Report 2026; and
2. Approve Residential Zones BN, AG and AB to be resurfaced with current FY 2026-27 funding as recommended in the 2026 Pavement Management Report; and
3. Provide direction to staff for both the upcoming mid-year budget process, as well as the FY 2026-27 annual budget process regarding the City Council's preference to plan for funding to achieve an overall PCI of 70 or 75; and
4. Provide direction on additional streets to be resurfaced with any future General Fund appropriations.

ATTACHMENT

Staff Report

STAFF REPORT

PAVEMENT MANAGEMENT REPORT 2026 AND PAVEMENT MAINTENANCE WORKSHOP FY 2026-27

CITY COUNCIL MEETING January 28, 2026

RESULTS OF PAVEMENT MANAGEMENT REPORT 2026

The Pavement Management Report 2026 (“Report”) identifies the condition of City streets and provides an overall rating of the City’s pavement condition index (PCI) used to grade roadways on a 0 to 100 scale, with 0 being completely failed and 100 being a new street. The report has identified **Santee’s overall street network PCI as 69**, an increase from the 2022 Pavement Management Report of 65. The Report also identifies the County of San Diego County and local cities average PCI has decreased from 70 to 68 during the same period.

A PCI of 70 is the minimum goal for the overall PCI of a City street network. The prior 2022 Pavement Management Report estimated an annual budget of **\$4.52 million** to increase the City PCI to 70. Since 2022, a total of \$16.96 million or an average of **\$4.24 million** per year was spent on City paving projects between 2022-2025. The additional budget and General Funds that were appropriated by City Council can be attributed to the increase in the overall City PCI. Staff adhered to the zone recommendations from the 2022 report and completed 10 of a total of 65 residential zones and resurfaced 143 of 508 streets between 2022 and 2025.

The 2026 Report estimates that an annual budget of \$3.95 million is required to maintain the current PCI of 69, an annual budget of \$4.55 million to achieve an overall City PCI of 70 and an annual budget of \$7.33 million to achieve an overall City PCI of 75. The increase of the annual recommended budgets between the 2022 and the 2026 reports are due to significant increases in material and labor costs.

PAVEMENT MANAGEMENT REPORT BACKGROUND

Pavement management is the process of planning, budgeting, funding, designing, constructing, monitoring, evaluating, maintaining, and rehabilitating a pavement network in order to provide the maximum benefit with available funds. The first widely used program for pavement management was Micro Paver. This was developed by the Department of Defense in conjunction with the Federal Highway Administration. They identified the need to evaluate current conditions, ongoing costs, pavement performance and future infrastructure needs in an effort to optimize budgets and identify infrastructure needs nationwide to lobby for dedicated funding into the future. This effort, coupled with required pavement condition reporting from state and local governments, helped increase roadway funding and provided transparency on infrastructure deficiencies. This resulted in funding increases in the State

Gas Tax with SB1 RMRA and the extension of Proposition A, the half-cent sales tax measure, promoted by SANDAG as TransNet.

Santee's first pavement management report was conducted in 1998. The following table identifies the overall City PCI over the past 28 years based on the applicable Pavement Management Reports.

Year	Pavement Condition Index (PCI)
1998	-*
2000	60
2003	71
2008	54
2013	65
2017	62
2022	65
2026	69

*A PCI was not determined in the original 1998 report.

The first Santee Pavement Management Report, prepared in 1998, included recommended work plans and overall cost analysis. Prior to 1998, pavement management and repairs were managed by collective experience of staff and pavement repair decisions were ad hoc and usually complaint-driven or based on the "worst first" method. As costs increased and streets aged, many cities nationwide started using standardized programs to plan the work on a comprehensive basis.

Staff has been utilizing Pavement Management Reports to cost-effectively maintain the pavement network, report conditions to the League of California Cities, State, SANDAG and federal agencies and to plan future resurfacing projects in an effort to improve the overall condition of all City streets. One thing that has been apparent with every report since 1998 is that the available funding for the pavement maintenance program required to maintain the network is insufficient, thereby resulting in a growing backlog of failed or failing streets.

The City of Santee has approximately 126 centerline miles of roadways encompassing over 28.6 million square feet of asphalt pavement surfaces. This is maintained almost entirely through CIP construction contracts with minor temporary pothole patching conducted in-house by Public Services Division staff. There are currently two primary funding sources used to maintain the street network, TransNet (the Prop A half-cent sales tax) and Gas Tax RMRA revenue. There are limited occasions where other one-time funding sources were allocated over the last 15 years. In 2022 and 2024, City Council has appropriated the use of General Funds for street resurfacing in the total amount of \$7,035,000. Santee also participated in TransNet debt financing bonds which were issued by SANDAG in 2010 and 2014. This provided additional funding for pavement management at the time but requires financing costs in future years. As a result of the TransNet debt financings (which also included \$4.5 million for the Forester Creek project), approximately \$810,000 of the City's

annual TransNet revenue is required to go towards debt service, thereby reducing the amount available for projects through 2030 and to a lesser extent through 2034.

One note of particular importance is the TransNet and Gas Tax RMRA funding must be programmed well in advance of pavement contract awards. TransNet programming is completed through SANDAG and streets to be repaired must be listed. SANDAG has quarterly opportunities to program or amend streets, however the timing of approval requires these to be amended over six months in advance of pavement contract awards. Gas Tax RMRA programming is performed every April for the next fiscal year, therefore pavement repair strategies and street lists are required over a year in advance. By preparing pavement recommendations in the pavement management report for multiple years, this allows staff to effectively program anticipated budgets and streets in advance with careful planning that avoids lengthy amendments that could delay paving repair contracts.

PAVEMENT MANAGEMENT REPORT PROCESS IN SANTEE

Funds that have been allocated for pavement resurfacing should be used as effectively as possible. The method used by staff is to obtain maximum value of available funds through the use of a pavement management report. A pavement management report is used to assist staff in determining optimal strategies for providing and maintaining pavement in a serviceable condition over a given time period. The increase of the overall City PCI from 65 to 69 shows the effective use of pavement resurfacing funds and the additional funding provided by City Council by the use of General Funds.

Staff hires qualified consultants to conduct periodic (every 3-5 years) reports in order to reevaluate current and future conditions as is reflected in the adopted CIP. This is important not only for reporting purposes and funding, but it also allows for long term coordination with utilities to avoid cutting into newly resurfaced streets and to plan future City work like storm drain replacement projects. By planning long-term strategies, staff can coordinate and reduce potential conflicts with other departments and agencies with enough advance notice to allow others to budget accordingly. This strategy is used for items such as simple avoidance of trenching newly resurfaced streets or avoiding emergency budgeting or change orders due to unforeseen conflicts.

As shown in **Figure 1**, streets that are repaired when they are in a good condition will cost significantly less over their lifetime than streets that have deteriorated to a poor condition. Without an adequate budget to provide for a routine pavement maintenance program, streets require more frequent reconstruction, resulting in repair costs totaling millions of extra dollars. Over time, due to traffic, exposure and wear, pavement quality drops until the pavement condition becomes unacceptable. For each street, the shape of the curve, and hence, the rate of deterioration, is dependent on many factors – foremost of which being the strength of the roadway structure and traffic loading.

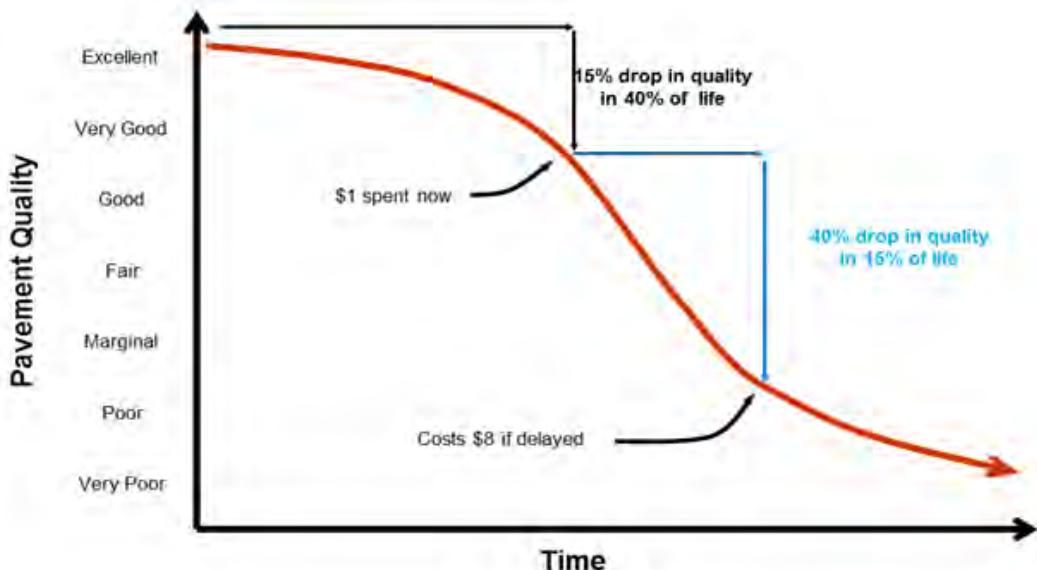


Figure 1

The resultant benefit of this exercise is realized by the long-term cost savings and increase in pavement quality over time. As illustrated in **Figure 1**, pavements typically deteriorate rapidly once they hit a specific threshold. A \$1 investment at 40% of the pavement lifespan is much more effective than deferring maintenance until heavier overlays or possibly reconstruction is required just a few years later. The key point of the pavement management report is to develop policies and practices that delay the inevitable total reconstruction for as long as practical yet still remain within the target zone for cost effective resurfacing. That is, as each roadway approaches the steepest part of its deterioration curve, apply a remedy that extends the pavement life, at a minimum cost, thereby avoiding costly heavy overlays and reconstruction.

The actual pavement management process involves three unique, but important steps, and is presented graphically in **Figure 2**. They include **System Configuration**, **Field Surveys**, and **Analysis and Reporting**. Each activity builds on the previous, until the end result is a prioritized paving and rehabilitation program.

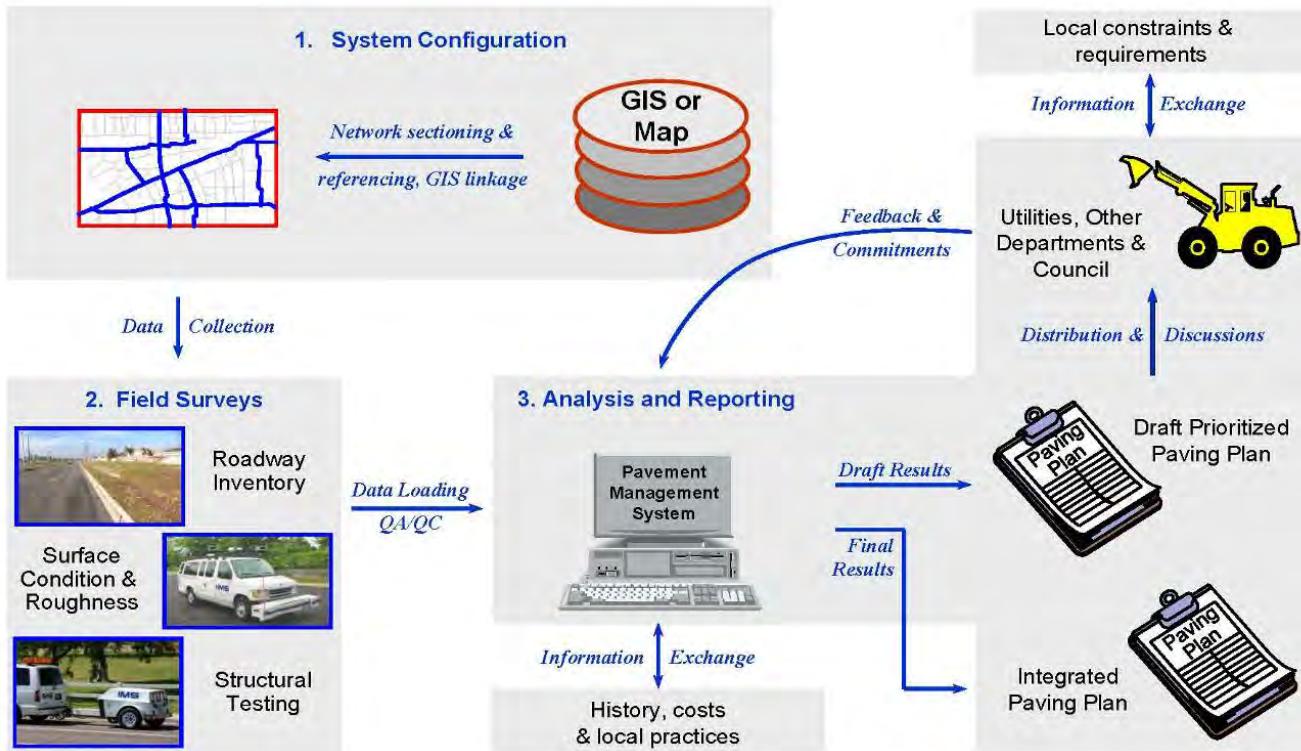


Figure 2 – The Pavement Management Process

1. System Configuration: in Santee's case the network is broken down into zones that represent neighborhood history and similar original construction timing representing limited areas that can be used for budgeting and economy of scale when bidding. This allows for a similar paving type to be used in one area, which often results in lower bid prices. The overall PCI of all zones within the City in 2022 is shown in **Figure 3A** and the overall PCI of all zones within the City in 2026 is shown in **Figure 3B**. The total number of zones that are in the Very Good and Excellent rating has dramatically increased since the 2022 Report.

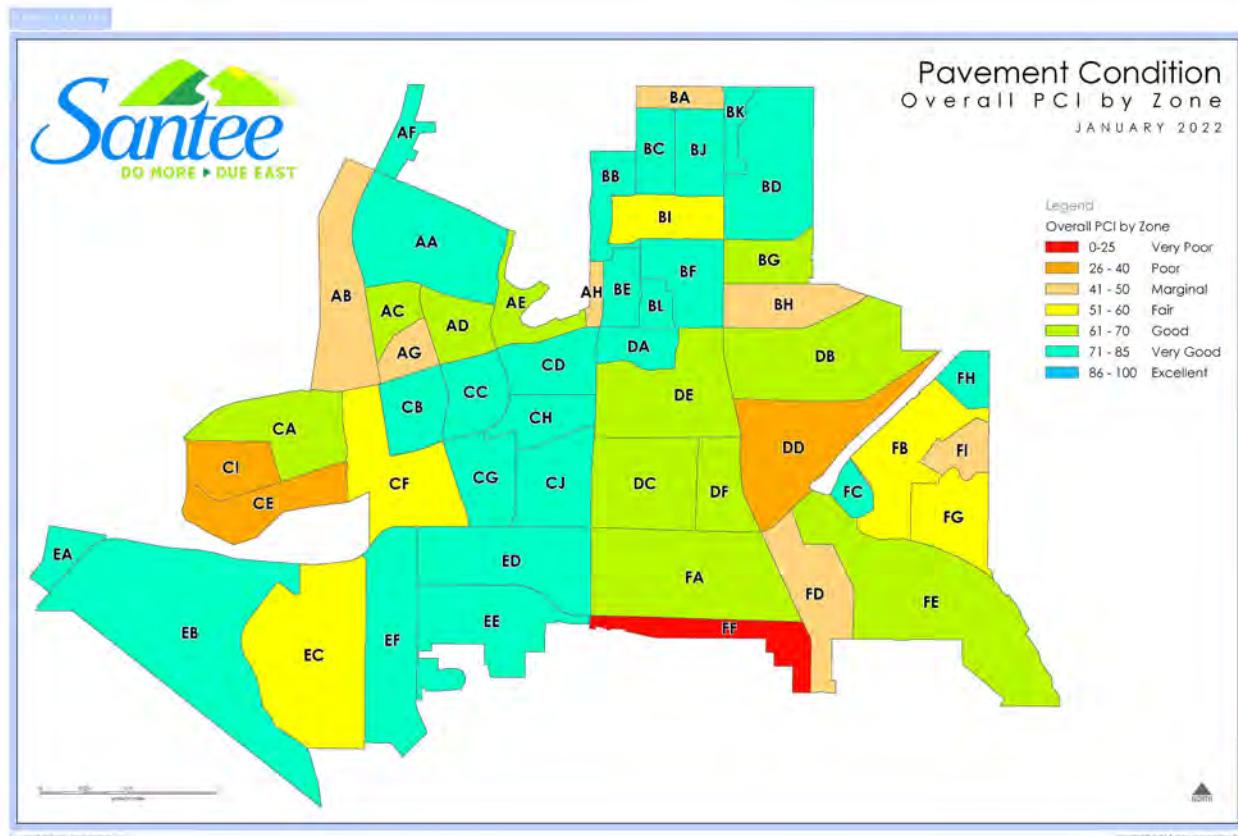


Figure 3A – Santee Pavement Zone Map in 2022

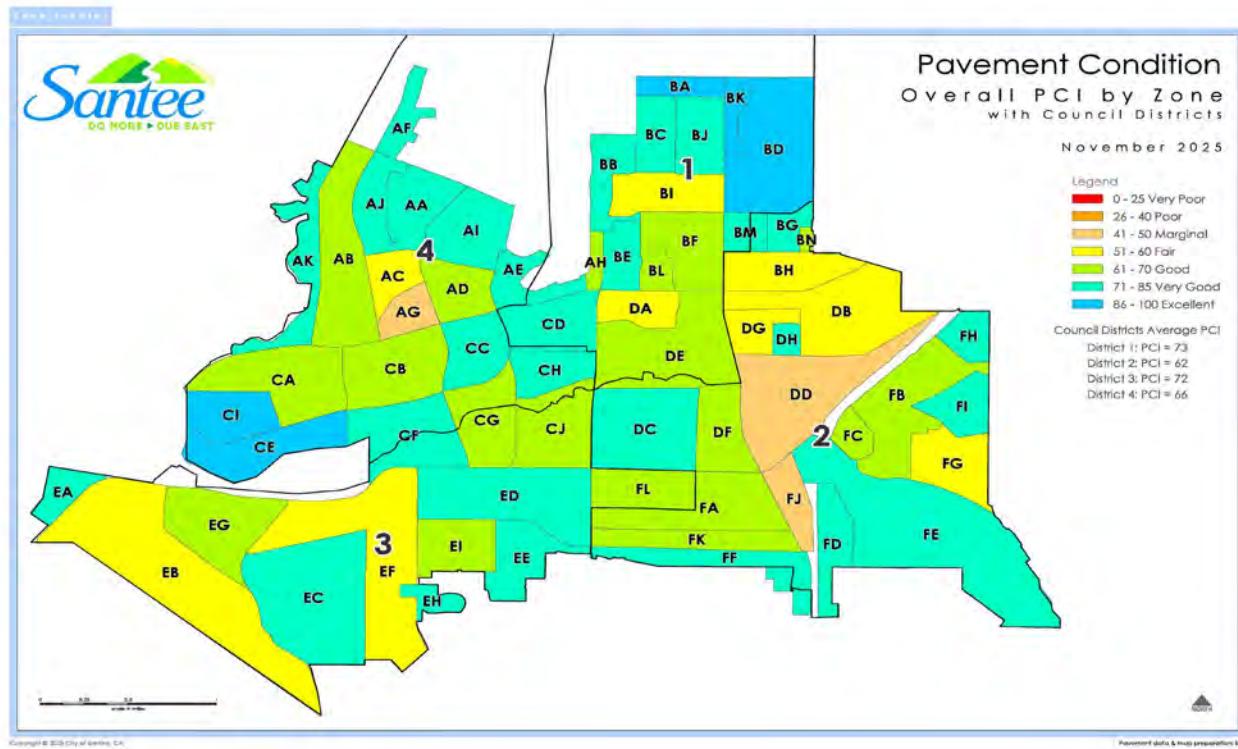


Figure 3B – Santee Pavement Zone Map in 2026

- 2. Field Surveys:** These are conducted on every street in Santee's network by specialized equipment that measures the conditions of the road like cracking, distress, and ride quality.
- 3. Analysis and Reporting:** Following the field surveys, the condition data is reviewed and analyzed to create a single score representing the overall condition of the pavement. The Pavement Condition Index (PCI) is calculated and development of the pavement management plan and budgets are completed using Santee-specific rehabilitation strategies, unit rates, priorities, and pavement performance curves. The process is iterative in its attempt to obtain the greatest efficiency and cost benefit.

In order to understand the pavement terminology, the following illustration in **Figure 4** compares the Pavement Condition Index (PCI) to commonly used descriptive terms. The divisions between the terms are not fixed but are meant to reflect common perceptions of condition.

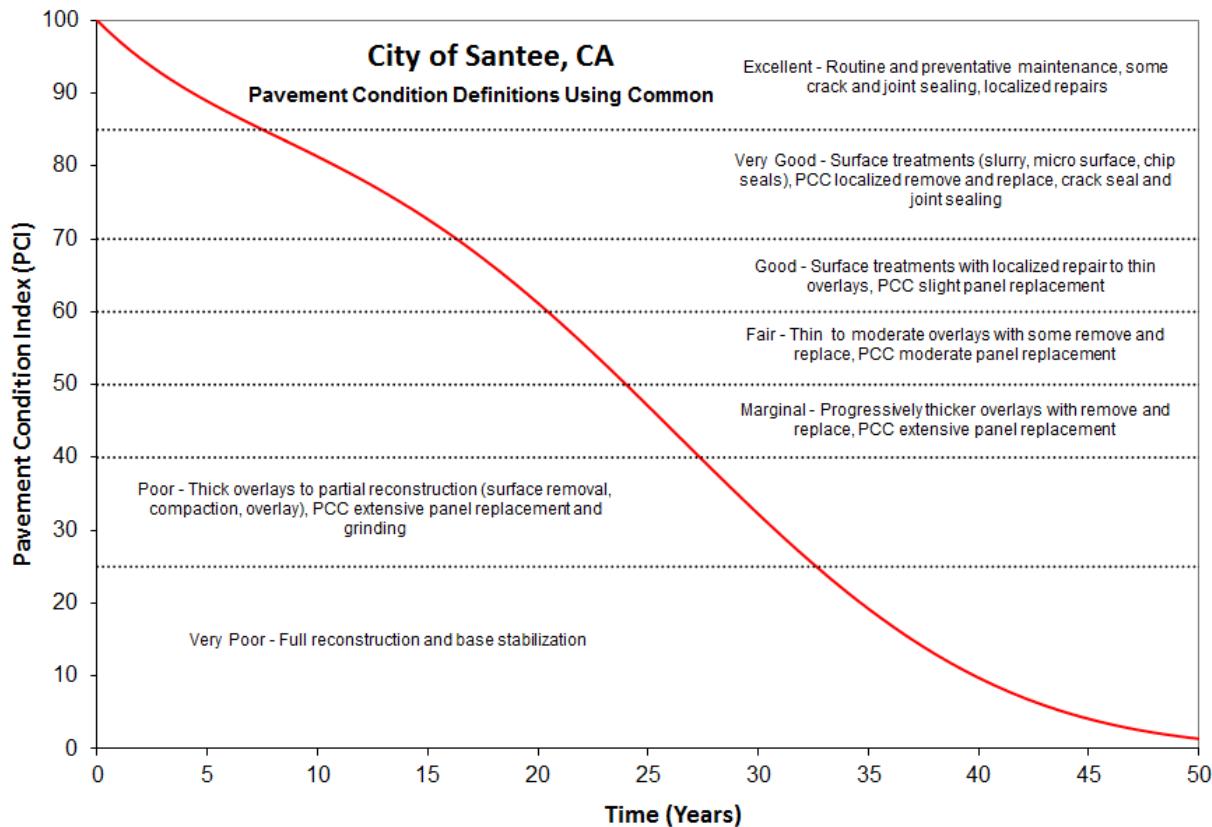


Figure 4 – Understanding the Pavement Condition Index (PCI) Score

CITY COMPARISON

Figure 5 presents a sample list of local agencies' overall PCI condition between 2022 and 2026, which is the period of the most recent Pavement Management Reports. Since the last report in 2022, the **City of Santee PCI has increased from 65 to 69**, whereas the average PCI in the region has dropped from 70 to 68. **Figure 5** also identifies the average budgets for local agencies. The City of Santee's average budget is \$2.40 million, substantially less than the regional average of \$5.70 million. It should also be noted that some of the sample agencies have dedicated staff performing crack sealing, patching and other pavement repairs with in-house crews to supplement the contracted work.

Local Agency Pavement Condition Index / Funding Comparisons

CITY	CENTERLINE MILES	AVERAGE PAVING COSTS	2021 PCI	2026 PCI
Carlsbad	406	\$15.6M	79	79
Chula Vista	452	\$29.6M	74	74
Coronado	70	\$1.6M	75	Unknown
Del Mar	20	\$1.9M	65	68
El Cajon	186	\$6.0M	Unknown	Unknown
Encinitas	169	\$4.8M	72	70
Escondido	315	\$5.1M	64	65
La Mesa	153	\$1.6M	Unknown	Unknown
Lemon Grove	70	\$1.2M	60	58
National City	104	\$1.5M	Unknown	63
Oceanside	411	\$11.8M	60	61
Poway	165	\$1.3M	80	76
San Diego, City	3,045	\$134M	Unknown	65
San Diego County	1,956	\$48.3M	66	69
San Marcos	200	\$2.6M	76	Unknown
Santee	126	\$2.4M	65	69
Solana Beach	46	\$1.6M	67	71
Vista	192	\$2.7M	76	68
Average	197*	\$5.7M*	70	68

*City of San Diego and County of San Diego not included in determining average due to budget amounts and size of street inventory.

Figure 5

FUTURE STEPS

The current paving budget for FY 2026-27 totals \$2.40 million which includes Transnet and RMRA funding. In addition to the annual FY 2026-27 budget, an additional street resurfacing contract is out to bid with a construction estimate of \$1.80 million utilizing the remaining Transnet and RMRA funds from prior FY 2025-26 annual paving contracts and the balance of General Funds that were appropriated by City Council. Construction is estimated in May 2026. The list of streets included in the contract are listed below:

- Cottonwood Avenue (Mission Gorge Road to Las Colinas)
- Cuyamaca Street (Mission Gorge Road to River Park Drive)
- Mast Boulevard (Cambury Drive to Park Center Drive)

The streets listed above are identified in the 2022 and 2026 Pavement Management Reports.

Residential zones recommended in the 2026 Pavement Management Report are proposed with the \$2.40 million annual street resurfacing budget for FY 2026-27 include:

Zone BN
Zone AG
Zone AB

Staff is requesting City Council provide direction on the recommended zones based on the FY 2026-27 street resurfacing budget. Upon direction by City Council, staff will return before July 2026 with the award of street resurfacing contracts.

By doing so staff can continue to report mandatory Pavement Condition Index (PCI) data to the State and SANDAG. This will also allow staff to plan future years of paving in advance for reporting and in an effort to coordinate with utilities and developers to avoid damage and/or trenching into newly paved streets.

STAFF RECOMMENDATION

1. Accept the Pavement Management Report 2026; and
2. Approve Residential Zones BN, AG and AB to be resurfaced with current FY 2026-27 funding as recommended in the 2026 Pavement Management Report; and
3. Provide direction to staff for both the upcoming mid-year budget process, as well as the FY 2026-27 annual budget process regarding the City Council's preference to plan for funding to achieve an overall PCI of 70 or 75; and
4. Provide direction on additional streets to be resurfaced with any future General Fund appropriations.



COUNCIL AGENDA STATEMENT

CITY OF SANTEE

Item 16

MEETING DATE January 28, 2026

ITEM TITLE APPOINTMENT OF BOARDS, COMMISSIONS AND COMMITTEES
REPRESENTATIVES FOR COUNCIL AND CITIZEN COMMITTEES AND APPROVAL
OF THE LOCAL APPOINTMENT LIST FOR 2026

DIRECTOR/DEPARTMENT John W. Minto, Mayor

SUMMARY

This Item is for the annual appointment of Boards, Commission and Committees and subsequent creation of the Local Appointments List for 2026 as required by California Government Code Section 54972. Policy LPM 2018-1 authorizes the City Council to make appointments to the City's Committees.

Based on City Council action in 2025, there are no expiring terms for City Council Committee appointments, however, Mayor Minto has recommended a change to the San Diego River Conservancy appointments.

There are several Citizen Committee appointments whose terms are about to expire and various vacancies to be filled. Mayor Minto's recommendations for appointments and term expirations are highlighted in the Proposed Local Appointment List

Mayor Minto will call for a vote on his recommendation for each Committee and direct the City Clerk to send notices of updates to each organization, as needed. The new terms will begin on January 29, 2026, and expire on January 26, 2028.

FINANCIAL STATEMENT

None.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *Wk*

Take action on the Mayor's recommendation to the City's Boards, Commissions and Committees appointments and approve the Local Appointment List for 2026.

ATTACHMENT

Proposed Local Appointment List





CITY OF SANTEE – LOCAL APPOINTMENT LIST
BOARDS, COMMISSIONS AND COMMITTEES
(Proposed Appointments Update 2026)



Council Committees

CITY COUNCIL & SANTEE SCHOOL DISTRICT CONFERENCE COMMITTEE

Qualifications:	Member of the City Council or School Board; terms are annual.	
Meeting Info.:	Meetings are held upon request of either agency.	
Contact Info.:	City Clerk's Office, 619-258-4100 ext. 114, clerk@cityofsanteeca.gov or Santee School District, 619-258-2304, lisa.arreola@santeesd.net	
Website:	www.cityofsanteeca.gov or www.santeesd.net	
	Appointed	Current Term Expiration
Representative – Councilmember Rob McNelis	01/08/25	01/27/27
Representative – Councilmember Dustin Trotter	01/08/25	01/27/27

EAST COUNTY ECONOMIC DEVELOPMENT COUNCIL (ECEDC)

Qualifications:	Member of the City Council; terms are annual.	
Meeting Info.:	Meetings are held the 3rd Wednesday of each month at 7:30 a.m., 1908 Friendship Drive, El Cajon, 92020.	
Contact Info.:	(619) 258-3670, info@eastcountyedc.org	
Website:	www.eastcountyedc.org	
	Appointed	Current Term Expiration
Representative – Vice Mayor Ronn Hall	01/08/25	01/27/27
Alternate – Councilmember Dustin Trotter	01/08/25	01/27/27

GOODAN RANCH POLICY COMMITTEE

Qualifications:	Three elected representatives from the County of San Diego, City of Poway and City of Santee; terms are annual.	
Meeting Info.:	Meetings are held annually on the 2nd Thursday in May at 10:30 a.m. at the Goodan Ranch Visitor Center, 16281 Sycamore Canyon Road, Poway, CA 92064.	
Contact Info.:	(858) 513-4737	
Website:	www.sdparks.org/bcc/#GRPC	
	Appointed	Current Term Expiration
Representative – Councilmember Dustin Trotter	01/08/25	01/27/27
Alternate – Councilmember Rob McNelis	01/08/25	01/27/27

HEARTLAND COMMUNICATIONS FACILITY AUTHORITY COMMISSION*

Qualifications:	Each public agency which is a party to this agreement has one seat on the Commission. The cities of El Cajon, Lemon Grove, Santee, and La Mesa, and the Alpine, Bostonia, Lakeside and San Miguel Fire Protection Districts jointly equip, maintain, operate and staff a facility, thereby providing emergency services of receiving and dispatching calls to said public agencies; term is per appointing agency.	
Meeting Info.:	Meetings are held the 4th Thursday in January, April, July, and October at 4:00 p.m. at the Ronald Reagan Center, 195 E. Douglas Avenue, El Cajon CA 92020.	
Contact Info.:	Valerie Nellis, 619-441-1624, vnellis@heartlandfire.net	
Website:	www.heartlandfire.net	
	Appointed	Current Term Expiration
Representative – Councilmember Laura Koval	01/08/25	01/27/27
Alternate – Councilmember Rob McNelis	01/08/25	01/27/27

*Stipend Received



LOCAL APPOINTMENTS LIST
Proposed Appointments Update 2026



HEARTLAND FIRE TRAINING FACILITY AUTHORITY COMMISSION*

Qualifications: Agency member Heartland Fire Training Facility Authority; term is per appointing agency.

Meeting Info.: Meetings are held the 2nd Thursday in January, April, July, and October at 4:00 p.m. at Heartland Fire Training Facility, 1301 N. Marshall Avenue, El Cajon, CA 92020.

Contact Info.: Jay Petterson, 619-441-1693, jpetterson@heartlandfiretraining.org

Website: www.heartlandfiretraining.org

	Appointed	Current Term Expiration
Representative – Councilmember Rob McNelis	01/08/25	01/27/27
Alternate – Vice Mayor Ronn Hall	01/08/25	01/27/27

*Stipend Received

LEAGUE OF CALIFORNIA CITIES*

Qualifications: Member of the City Council; terms are annual.

Meeting Info.: Meeting information can be found on the League of California Cities website in the San Diego County Regional Division section.

Contact Info.: Catherine Hill, Regional Representative, 619-733-1751, chill@calcities.org

Website: www.calcities.org

	Appointed	Current Term Expiration
Representative – Mayor John W. Minto	01/08/25	01/27/27
Alternate – Councilmember Laura Koval	01/08/25	01/27/27

*Any Councilmember may choose to attend any individual event

MISSION TRAILS REGIONAL PARK TASK FORCE

Qualifications: Member of City Council; terms are annual.

Meeting Info.: Meetings are held the 3rd Thursday of odd-numbered months at 1:00 p.m. at the Mission Trails Regional Park Visitor and Interpretive Center, One Father Junipero Serra Trail, San Diego, CA 92119.

Contact Info.: Steve Haupt, City of San Diego, 619-685-1311, shaupt@sandiego.gov

Website: <https://mtrp.org/category/cactask-force/>

	Appointed	Current Term Expiration
Representative – Councilmember Dustin Trotter	01/08/25	01/27/27
Alternate – Council Member Rob McNelis	01/08/25	01/27/27

SAN DIEGO ASSOCIATION OF GOVERNMENTS (SANDAG) BOARD OF DIRECTORS*

Qualifications: Member of the City Council; terms are annual.

Meeting Info.: Board of Directors meetings are generally held at 10:00 a.m. every second Friday of the month for approximately two hours and at 9:00 a.m. every fourth Friday of the month for approximately three hours. 401 B Street, Suite 800, San Diego, CA 92101.

Contact Info.: Clerk of the Board, clerkoftheboard@sandag.org, 619-699-1991

Website: www.sandag.org

	Appointed	Current Term Expiration
Representative – Mayor John W. Minto	01/08/25	01/27/27
Alternate – Councilmember Laura Koval	01/08/25	01/27/27
2 nd Alternate – Vice Mayor Ronn Hall	01/08/25	01/27/27

*Stipend Received



LOCAL APPOINTMENTS LIST
Proposed Appointments Update 2026



SAN DIEGO METROPOLITAN TRANSIT SYSTEM (MTS)*

Qualifications: Member of the City Council; terms are annual.

Meeting Info.: Board Meetings are held once a month on Thursdays at 9:00 a.m. (unless otherwise noted) at the James R. Mills Building, Board Meeting Room - 10th Floor, 1255 Imperial Avenue, San Diego, CA 92101. Please visit the MTS website for the full meeting schedule and information.

Contact Info.: Dalia Gonzalez, Executive Assistant and Clerk of the Board, 619-557-4515, dalia.gonzalez@sdmts.com

Website: www.sdmcts.com

	Appointed	Current Term Expiration
Representative – Vice Mayor Ronn Hall	01/08/25	01/27/27
Alternate – Councilmember Laura Koval	01/08/25	01/27/27
2 nd Alternate – Mayor John W. Minto	01/08/25	01/27/27

*Stipend Received

SAN DIEGO RIVER CONSERVANCY BOARD

Qualifications: Member of the City Council; terms are annual.

Meeting Info.: Meetings are typically held bimonthly on the 3rd Wednesday of each month, please check the San Diego River Conservancy website for more accurate meeting dates, times and locations.

Contact Info.: Julia Richards, Executive Director, 619-390-0568, julia.richards@sdrc.ca.gov

Website: www.sdrc.ca.gov

	Appointed	Current Term Expiration
Representative – Mayor John W. Minto	01/28/26	01/26/28
Alternate – Councilmember Laura Koval	01/28/26	01/26/28

SANTEE-LAKESIDE EMERGENCY MEDICAL SERVICES AUTHORITY (SLEMSA)

Qualifications: Member of the City Council; term is per appointing agency.

Meeting Info.: Meetings are held the 2nd Thursday of February, May, August and November at 4:00 p.m. at Lakeside Fire Protection District, Station 2, Board Chambers, 12216 Lakeside Avenue, Lakeside, CA 92040.

Contact Info.: Janise Bocskovits, Board Clerk, 619-390-2350 ext. 002, jbocskovits@lakesidefire.org

Website: www.santeelakesideems.org

	Appointed	Current Term Expiration
Representative – Councilmember Dustin Trotter	01/08/25	01/27/27
Representative – Vice Mayor Ronn Hall	01/08/25	01/27/27
Alternate – Mayor John W. Minto	01/08/25	01/27/27



LOCAL APPOINTMENTS LIST
Proposed Appointments Update 2026



Citizen Committees

COMMUNITY ORIENTED POLICING COMMITTEE

Qualifications: Members are set forth by Council and include a City Councilmember, City Manager, Santee Sheriff's Station Commander, Santee School District, West Hills High School, Santana High School, Chamber of Commerce, Santee Collaborative, Institute for Public Strategies, CASA/Santee Solutions Coalition, 5 Citizens-At-Large, and honorary member Denette McLagan*; term limits are at the pleasure of the legislative body.

Meeting Info.: Meetings are held on the 2nd Monday of each month at 2:00 p.m., Santee City Hall, Council Chamber, 10601 Magnolia Avenue, Santee, CA 92071.

Contact Info.: City Clerk's Office, 619-258-4100 ext. 114 or clerk@cityofsanteeca.gov

Website: www.cityofsanteeca.gov

	Appointed	Current Term Expiration	District
City Council Representative – John Minto, Mayor	01/08/25	01/27/27	
Citizen-At-Large – Linda Roach	01/08/25	01/27/27	3
Citizen-At-Large – Dr. Mark Foreman	01/08/25	01/27/27	1
Citizen-At-Large – Mike Aiken	01/08/25	01/27/27	2
Citizen-At-Large – Steve Stelman	01/08/25	01/27/27	2
Citizen-At-Large – Jeanne McAlister	01/28/26	01/26/28	1

*Honorary Members have no voting authority

GILLESPIE FIELD DEVELOPMENT COUNCIL

Qualifications: Expertise and experience in real estate, finance, industrial development or aviation, and have a demonstrated interest in the economic viability of Gillespie Field; term is four years.

Meeting Info.: Meetings are held on the 3rd Wednesday of odd numbered months at 6:00 p.m., City of El Cajon Council Chambers, 200 Civic Center Way, El Cajon, CA 92020.

Contact Info.: Lorie Maniss, County of San Diego, 619-956-4803, lorie.maniss@sdcounty.ca.gov

Website: <https://www.sandiegocounty.gov/content/sdc/dpw/airports/gillespie/gfdc.html>

	Appointed	Current Term Expiration	District
Representative – James Sly	12/14/22	08/06/27	4

MANUFACTURED HOME FAIR PRACTICES COMMISSION*

Qualifications: The Commission consists of five regular members and all members must be resident electors and are appointed by the Mayor, with the approval of the City Council. Term: Each regular member shall be appointed to serve a two-year term and shall hold office until a new member has been duly appointed.

Meeting Info.: Meetings are held on the 3rd Thursday of March and September at 6:30 p.m., Santee City Hall, Council Chamber, 10601 Magnolia Avenue, Santee, CA 92071.

Contact Info.: City Clerk's Office, 619-258-4100 ext. 114 or clerk@cityofsanteeca.gov

Website: www.cityofsanteeca.gov

	Appointed	Current Term Expiration	District
Commissioner D'Arcy Granbois	12/14/22	01/26/28	2
Commissioner Edward Vandiver	12/14/22	01/26/28	2
Commissioner Keshav Damoor	01/08/25	01/27/27	4
Commissioner Lili Patch	01/08/25	01/27/27	2
Commissioner Linda Dochterman	01/08/25	01/27/27	4

*Stipend Received



LOCAL APPOINTMENTS LIST
Proposed Appointments Update 2026



MISSION TRAILS REGIONAL PARK CITIZENS' ADVISORY COMMITTEE

Qualifications:	City of Santee resident; terms are annual.		
Meeting Info.:	Meetings are held on the 1st Tuesday of odd numbered months at 6:30 p.m. at the Mission Trails Regional Park Visitor and Interpretive Center, One Father Junipero Serra Trail, San Diego, CA 92119.		
Contact Info.:	Steve Haupt, City of San Diego, 619-685-1311, shaupt@sandiego.gov		
Website:	https://mtrp.org/category/cactask-force/		
	Appointed	Current Term Expiration	District
Representative – Gary Strawn	01/08/25	01/27/27	4

SALARY SETTING ADVISORY COMMITTEE

Qualifications:	Appointments are made by the Mayor, with the approval of the City Council; terms are at the pleasure of the legislative body.		
Meeting Info.:	Meetings are held biennially on odd-numbered years, Santee City Hall, Council Chamber, 10601 Magnolia Avenue, Santee, CA 92071.		
Contact Info.:	City Clerk's Office, 619-258-4100 ext. 114 or clerk@cityofsanteeca.gov		
Website:	www.cityofsanteeca.gov		
	Appointed	Current Term Expiration	District
John Smith	01/08/25	01/27/27	1
Justin Schlaefli	12/14/22	01/26/28	2
Keshav Damoor	01/08/25	01/27/27	4
Lili Patch	12/14/22	01/26/28	2
Robert Dean Velasco	12/14/22	01/26/28	4
Warren Savage	01/08/25	01/27/27	4
Vacant			

SANTEE PARK AND RECREATION COMMITTEE (SPARC)

Qualifications:	Resident appointments to the SPARC are made by the Mayor, with the approval of the City Council. Term is at the pleasure of the legislative body.		
Meeting Info.:	Meetings are held on the 1st Thursday of each month at 6:30 p.m., Santee City Hall, Council Chamber, 10601 Magnolia Avenue, Santee, CA 92071.		
Contact Info.:	City Clerk's Office, 619-258-4100 ext. 114 or clerk@cityofsanteeca.gov		
Website:	www.cityofsanteeca.gov		
	Appointed	Current Term Expiration	District
Cyndy Carlton	12/14/22	01/26/28	1
Emily Cassel	01/28/26	01/26/28	2
Kathleen Pishny	12/14/22	01/26/28	3
Ken Fox	01/08/25	01/27/27	2
Lynda Marrokal	01/08/25	01/27/27	3
Michelle Dressler	01/08/25	01/27/27	3
Robert Dean Velasco	12/14/22	01/26/28	4
Ryan McCarthy	12/14/22	01/26/28	4
Stephanie Price	01/08/25	01/27/27	2
Tony Renna	01/28/26	01/26/28	4
Victor Hourani	01/28/26	01/26/28	3
Anita Bautista – Honorary Member*	01/08/25	01/27/27	1

*Honorary Members have no voting authority