



## 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, March 11, 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](http://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:** Lakeside Christian Church – Marshall Masser

**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 28, 2026, February 11, 2026, and February 25, 2026. (City Clerk – Jeffries)**
- (3) **Approval of Payment of Demands as Presented. (Finance – Jennings)**

**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.*

**NEW BUSINESS:**

- (4) **Resolution Authorizing the City Manager to Approve the Sixth Amendment to the Professional Services Agreement with COAR Design Group for Fire Infrastructure Design Services for the Design and Environmental Review of Interim Fire Station 24 at Woodglen Vista Park and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Fire – Wallace)**



Recommendation:

Adopt the Resolution:

1. Authorizing the City Manager to execute the Sixth Amendment to the Professional Services Agreement with COAR Design Group for architectural, engineering, landscape architectural and environmental services to design Interim Fire Station No. 24 at Woodglen Vista Park in an amount not to exceed \$467,000.00.

**(5) Resolution Awarding the Construction Contract to Hazard Construction Engr LLC for the Citywide Pavement Repair and Rehabilitation Program Phase 2 2025 (CIP 2025-05) Project and Determining the Project is Categorically Exempt from Environmental Review Under the California Environmental Quality Act (“CEQA”) Per State CEQA Guidelines Section 15301(c). (Engineering – Schmitz)**

Recommendation:

Adopt the Resolution:

1. Awarding the construction contract for the Citywide Pavement Repair and Rehabilitation Program Phase 2 2025 (CIP 2025-05) Project to Hazard Construction Engr LLC for a total amount of \$1,848,332.47; and
2. Authorizing the City Manager to execute all necessary documents to execute 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 \$462,083.00; 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.

**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:**

**ADJOURNMENT:**





UPCOMING BOARDS, COMMISSIONS & COMMITTEES  
MARCH AND APRIL MEETINGS

Mar. 09	Community Oriented Policing Committee	Council Chamber
Mar. 11	Council Meeting	Council Chamber
Mar. 19	Manufactured Home Fair Practices Commission	Council Chamber
Mar. 25	Council Meeting	Council Chamber
Apr. 01	Santee Park and Recreation Committee	Council Chamber
Apr. 08	Council Meeting	Council Chamber
Apr. 13	Community Oriented Policing Committee	Council Chamber
Apr. 22	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](http://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.*



**MEETING DATE** March 11, 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.



**MEETING DATE** March 11, 2026

**ITEM TITLE** APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL FOR THE REGULAR MEETING OF JANUARY 28, 2026, FEBRUARY 11, 2026, AND FEBRUARY 25, 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 28, 2026, Regular Meeting Minutes  
February 11, 2026, Regular Meeting Minutes  
February 25, 2026, Regular Meeting Minutes

# DRAFT

**Minutes  
Santee City Council  
Council Chamber – Building 2  
10601 Magnolia Avenue  
Santee, California  
January 28, 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 Ronn Hall, and Councilmembers Laura Koval, Rob McNelis, and Dustin Trotter

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

**INVOCATION** was given by Jaime Pangman, Santee United Methodist Church.

**PLEDGE OF ALLEGIANCE** was led by Councilmember Trotter.

**CONSENT CALENDAR:**

Councilmember Koval requested that Item 10 be removed from the Agenda and brought back at a future meeting.

- (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) (Reso 006-2026)**
- (7) **Adoption of Resolution Accepting the Fire Station No. 4, 2<sup>nd</sup> 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) (Reso 007-2026)**

- (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) (Reso 008-2026)**
- (9) **Adoption of a Resolution Approving a Professional Services Agreement with Sharp Rees-Stealy Medical Group, for Occupational Health Services. (Human Resources – Freeman) (Reso 009-2026)**
- (10) **2025 Holiday Closure Recap. (City Manager – Kaserman) **Item was removed from the Agenda.****

**Action:** Councilmember McNelis moved approval of the Consent Calendar and Agenda as Amended.

Councilmember Koval 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 due to ceramic manufacturing.
- (B) Cesar B. Javier spoke about toxic gases related to ceramic manufacturing and the lack of action from other agencies.
- (C) Rachel Peterson requested sidewalks be put in on Dunwoodie Road and Inverness Road.
- (D) Mary Davis thanked the Council for their fiscal pragmatism and spoke on the importance of responsible government spending.

**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) (Reso 010-2026)**

The Public Hearing was opened at 6:46 p.m. Madeline Mattson, Principal Planner, provided a PowerPoint presentation and responded to Council questions with the assistance of the applicant.

**Public Speaker:**

- Joe Mishurda, Applicant/North Palisade
- Carl Costantino

## Santee City Council Regular Meeting Minutes of January 28, 2026

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**Action:** Councilmember Koval moved approval of staff recommendation.

Councilmember McNelis 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.

The Public Hearing was closed at 6:57 p.m.

- (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) (Reso 011-2026)**

The Public Hearing was opened at 6:57p.m. Rachael Lindebrekke, Associate Planner, provided a PowerPoint presentation and responded to Council questions.

**Public Speaker:**

- Nina Ray, Valvoline

**Action:** Councilmember McNelis moved approval of staff recommendation.

Councilmember Trotter 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.

The Public Hearing was closed at 7:07 p.m.

- (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) (Reso 012-2026)**

The Public Hearing was opened at 7:07 p.m. Carl Schmitz, Engineering Director, provided a PowerPoint presentation and responded to Council questions.

**Action:** Councilmember McNelis moved approval of staff recommendation.

Councilmember Trotter 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.

The Public Hearing was closed at 7:10 p.m.

**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 250<sup>th</sup> Anniversary Celebration. (Community Services – Chavez) (Reso 013-2026)**

Nicolas Chavez, Community Services Director, provided a PowerPoint presentation and responded to Council questions.

**Action:** Vice Mayor Hall moved approval of staff recommendation.

Councilmember McNelis 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.

**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)**

Carl Schmitz, Engineering Director, provided a PowerPoint presentation and responded to Council questions.

**Action:** Councilmember McNelis moved approval of staff recommendation.

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.

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

Mayor Minto presented the proposed changes and responded to Council questions.

**Action:** Councilmember McNelis moved approval of staff recommendation.

Councilmember Trotter 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 (Continued):**

None.

**CITY COUNCIL REPORTS:**

Councilmember Hall provided updates on MTS committees.

Mayor Minto stated he would be attending an upcoming League of California Cities meeting.

**CITY MANAGER REPORTS:**

Wendy Kaserman, City Manager, reminded the community about the upcoming groundbreaking for the Community Center.

**CITY ATTORNEY REPORTS:**

None.

**CLOSED SESSION:**

Councilmembers recessed at 8:13 p.m. and convened in Closed Session at 8:16 p.m.

**(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.

Councilmembers reconvened in Open Session at 8:45 p.m., with all members present. Mayor Minto reported for Item 17, direction given to staff.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:45 p.m.

Date Approved:

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James Jeffries, City Clerk

# DRAFT

**Minutes  
Santee City Council  
Council Chamber – Building 2  
10601 Magnolia Avenue  
Santee, California  
February 11, 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 Ronn Hall, and Councilmembers Laura Koval, Rob McNelis, and Dustin Trotter

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

**INVOCATION** was given by Chaplain George Helewa, Santee Fire Department.

**PLEDGE OF ALLEGIANCE** was led by Aldo Hernandez, San Diego County Sheriff Office

**PRESENTATION:** San Diego County Library, Santee Branch

Liz Vagani, Santee Library Branch Manager, provided a PowerPoint presentation and responded to Council questions.

**RECOGNITION:** Sheriff Captain Aldo Hernandez

Mayor Minto presented the Certificate to Aldo Hernandez and along with the City Council thanked him for his service to Santee.

**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 Payment of Demands as Presented. (Finance – Jennings)**
- (3) **Adoption of a Resolution Authorizing the Acceptance and the Appropriation of Grant Funds Received from San Diego Art Matters' Fiscal Agent Mission Edge San Diego to Support an Arts & Culture Capacity-Building Project as Part of the Local Arts Agency Learning Network. (Community Services – Chavez) (Reso 014-2026)**
- (4) **Adoption of a Resolution Authorizing the First Amendment to the Agreement with West Coast Arborists Incorporated for Urban Forestry Management Services. (Community Services – Chavez) (Reso 015-2026)**

- (5) **Adoption of a Resolution Authorizing the Renewal of 237 Microsoft Office 365 Licenses Through the First Amendment to the Midwestern Higher Education Commission (MHEC) Master Cooperative Purchasing Agreement #04152022. (City Manager – Kaserman) (Reso 016-2026)**
- (6) **Adoption of a Resolution Accepting the Citywide Slurry Seal and Roadway Maintenance Program 2025 (CIP 2025-02) Project as Complete and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Engineering – Schmitz) (Reso 017-2026)**
- (7) **2025 Holiday Closure Recap Report. (City Manager – Kaserman)**

**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 Javier spoke about concerns related to health impacts due to ceramic manufacturing and the need for regulating those businesses.
- (B) Cesar B. Javier spoke about lack of action from other agencies related to toxic gases from ceramic manufacturing.
- (C) Shena Richardson provided a handout and expressed concerns about private cameras and requested the City explore an Ordinance for regulation.
- (D) Charlene Julian expressed concerns about private cameras and requested the City explore an Ordinance for regulation.

**PUBLIC HEARING:**

- (8) **Public Hearing to Review Community Development Block Grant (CDBG) and Home Program Performance and Identify Community Development Needs for the 2026 Program Year Consistent with the Five-Year Consolidated Plan and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Planning and Building – Sawa)**

The Public Hearing was opened at 7:12 p.m. Brittaney Gohres, Senior Management Analyst, provided a PowerPoint presentation and responded to Council questions.

**Public Speakers:**

- Rebecca Rader, Voices for Children
- Tonya V. Hendrix, Santee Santas

## Santee City Council Regular Meeting Minutes of February 11, 2026

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- Andrea Ausland, ElderHelp of San Diego
- Tim Ray, Meals on Wheels
- Dennis Martins, Santee Foodbank
- Estela DeLosRios, CSA San Diego County Fair Housing
- Keri Irwin & Leila Head, Recovery and Beyond
- Cesar Javier
- Skylar Phillips, East County Transitional Living Center (speaker slip submitted late, did not speak)

**Action:** Vice Mayor Hall moved approval of staff recommendation.

Councilmember McNelis 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.

The Public Hearing was continued to February 25, 2026, at 7:43 p.m.

### **CONTINUED BUSINESS:**

- (9) **Update on the Four Selected Retail Commercial Cannabis Businesses (CCBs), and Finding the Update is Not a “Project” as Defined by the California Environmental Quality Act (“CEQA”) and Therefore Not Subject to CEQA. (Planning and Building – Sawa)**

Sandi Sawa, Planning and Building Director, provided a PowerPoint presentation and responded to Council question with the assistance of Aldo Hernandez, Sheriff Office. The City Council provided feedback to staff.

### **NON-AGENDA PUBLIC COMMENT (Continued):**

None.

### **CITY COUNCIL REPORTS:**

Councilmember McNelis announced the passing of former Fire Chief Richard Mattick.

Mayor Minto spoke about an upcoming conference for the League of California Cities and spoke about potential changes to the way sales taxes are distributed to cities with assistance from the Shawn Hagerty, City Attorney, and Wendy Kaserman, City Manager.

### **CITY MANAGER REPORTS:**

None.

**CITY ATTORNEY REPORTS:**

- (10) Report on New Laws Enacted in 2025 Relevant to Santee. (City Attorney – Hagerty)**

Shawn Hagerty, City Attorney, provided a PowerPoint presentation and responded to Council questions with the assistance of Wendy Kaserman, City Manager.

**CLOSED SESSION:**

Councilmembers recessed at 8:21 p.m. and convened in Closed Session at 8:26 p.m.

- (11) Conference with Legal Counsel – Existing Litigation**

(Gov. Code § 54956.9(d)(1))

Names of Cases: Loren Krumweide v. City of Santee, Workers' Compensation Claim Numbers 12466968, 13516148, 19752889, 19752889, 19759278 and 201015407

Councilmembers reconvened in Open Session at 4:44 p.m., with all members present. Mayor Minto reported for Item 11, by unanimous vote Council approved specific terms for a settlement.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:44 p.m.

Date Approved:

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James Jeffries, City Clerk

# DRAFT

**Minutes  
Santee City Council  
Council Chamber – Building 2  
10601 Magnolia Avenue  
Santee, California  
February 25, 2026**

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

Mayor Minto introduced Chris Katra, San Diego County Sheriff Office, who is Santee's new Sheriff Captain.

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

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

**INVOCATION** was given by Councilmember Trotter.

**PLEDGE OF ALLEGIANCE** was led by Sam Rensberry.

**PROCLAMATION:** Retirement of Sam Rensberry, Public Services Manager

Mayor Minto presented the Proclamation to Sam and, along with each Councilmember, thanked him for his service to Santee.

**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 Payment of Demands as Presented. (Finance – Jennings)**
- (3) **Approval of the Expenditure of \$93,678.49 for January 2026 Legal Services. (Finance – Jennings)**
- (4) **Adoption of a Resolution Authorizing the City Manager to Execute the Concessions Services Agreement for Concession Services at Town Center Community Park East with Nhelonly Flores Gregorio, dba Riverwalk Grill. (Community Services – Chavez) (Reso 018-2026)**
- (5) **Adoption of a Resolution Accepting the Shadow Hill Park Playground Renovation (CIP 2025-40) Project as Complete. (Community Services – Chavez) (Reso 019-2026)**

## Santee City Council Regular Meeting Minutes of February 25, 2026

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**Action:** Councilmember Koval moved approval of the Consent Calendar.

Councilmember McNelis 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) Peggy Meredith, Indivisible, invited individuals to join the Indivisible organization and to participate in peaceful protests.

### **PUBLIC HEARING:**

- (6) **Continued Public Hearing to Assess Community Development Needs and to Solicit Proposals for Program Year 2026 Community Development Block Grant (CDBG) and Home Program Funding Consistent with the Consolidated Plan and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Planning and Building – Sawa) (Reso 020-2026)**

The Public Hearing was re-opened at 7:04 p.m. Brittany Gohres, Senior Management Analyst, provided a PowerPoint presentation and responded to Council questions.

#### **Public Speaker:**

- Keri Irwin and Leila Head, Recovery and Beyond

**Action:** Under discussion, Vice Mayor Hall moved approval of staff recommendation with the Program Year 2026 CDBG funds to be allocated as follows:

<b><u>Public Facilities (CDBG)</u></b>	<b><u>Allocation</u></b>
City of Santee – Citywide ADA Pedestrian Ramp Project	<u>\$227,110.00</u>
<b>Total</b>	<b>\$227,110.00</b>

<b><u>Administrative Activities (CDBG)</u></b>	
CDBG Program Administration	\$47,880.00
CSA San Diego County (Federally Required Fair Housing Service)	<u>\$22,000.00</u>
<b>Total</b>	<b>\$69,880.00</b>

<b><u>Public Service Activities (CDBG)</u></b>	<b><u>Allocation</u></b>
East County Transitional Living Center (ECTLC)	5,000.00
Elder Help	5,000.00
Meals on Wheels	5,000.00
Recovery and Beyond	0.00
Santee Food Bank	27,410.00
Santee Santas	5,000.00
Voices for Children	<u>5,000.00</u>
<b>Total</b>	<b>\$52,410.00</b>

**Grand Total Allocation** **\$349,400.00**

Councilmember Trotter 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.

The Public Hearing was closed at 7:24 p.m.

**NEW BUSINESS:**

**(7) Fiscal Year 2025-26 Operating Budget Update and Resolution Amending the Fiscal Year 2025-26 Budget. (Finance – Jennings) (Reso 021-2026)**

Heather Jennings, Finance Director, provided a PowerPoint presentation and responded to Council questions with the assistance of Harley Wallace, Fire Chief, and Steve Miller, Principal Civil Engineer.

**Action:** Councilmember McNelis moved approval of staff recommendation.

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.

**(8) Resolution Appropriating Funds for an Initial Assessment, Feasibility Study, and Concept Plans for the Remodel of Fire Station 4 and Approving the Fifth Amendment to the Professional Services Agreement with COAR Design Group for Fire Infrastructure Design Services. (Fire – Wallace) (Reso 022-2026)**

Harley Wallace, Fire Chief, provided a PowerPoint presentation and responded to Council questions with the assistance of Steve Miller, Principal Civil Engineer.

**Action:** Vice Mayor Hall moved approval of staff recommendation.

Councilmember McNelis 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.

**(9) Presentation of Sales Tax Feasibility Study Results. (City Manager – Kaserman)**

Wendy Kaserman, City Manager introduced the Item and Timothy McLarney, TrueNorth Research, and Jared Boigon, TeamCivX, provided a PowerPoint presentation and responded to Council questions with the assistance of Harley Wallace, Fire Chief, Wendy Kaserman, City Manager, Heather Jennings, Finance Director, and Steve Miller, Principal Civil Engineer.

**NON-AGENDA PUBLIC COMMENT (Continued):**

None.

**CITY COUNCIL REPORTS:**

Vice Mayor Hall commended Mayor Minto on the Homeless Progress Report he presented, reported on potential MTS rate increases and noted the East County Economic Development Council has selected a new CEO.

Councilmember Koval spoke on actions recently taken by the San Diego River Conservancy that affect East County and fire safety.

Mayor Minto stated he gave a report to the San Diego Rescue Mission related to homelessness and gave a synopsis of that report to the Council.

**CITY MANAGER REPORTS:**

Wendy Kaserman, City Manager, reported that the League of California Cities board voted down a sales tax reform proposal that would negatively impact Santee and other Cities.

**CITY ATTORNEY REPORTS:**

None.

**CLOSED SESSION:**

None.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 9:17 p.m.

Date Approved:

---

James Jeffries, City Clerk

**MEETING DATE** March 11, 2026

**ITEM TITLE** APPROVAL OF PAYMENT OF DEMANDS

**DIRECTOR/DEPARTMENT** Heather Jennings, Finance *HJ*

**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** *WK*

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>
02/13/26	Accounts Payable	\$ 3,592.89
02/18/26	Accounts Payable	147,391.74
02/19/26	Accounts Payable	15,174.93
02/19/26	Accounts Payable	1,728,055.15
02/19/26	Payroll	513,153.04
02/19/26	Accounts Payable	37,907.58
02/19/26	Accounts Payable	1,740,425.65
02/20/26	Accounts Payable	53,843.45
02/24/26	Accounts Payable	162,034.17
02/26/26	Accounts Payable	883,185.85
		<hr/>
	TOTAL	\$5,284,764.45
		<hr/>

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

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
796116	2/13/2026	12774 LIABILITY CLAIMS ACCOUNT	021226		LIABILITY CLAIMS	3,592.89
<b>Total :</b>						<b>3,592.89</b>
1 Vouchers for bank code : ubgen						<b>Bank total : 3,592.89</b>
1 Vouchers in this report						<b>Total vouchers : 3,592.89</b>

Prepared by:   
Date: 2-19-26  
Approved by: \_\_\_\_\_  
Date: 2/23/26

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
3666	2/18/2026	10956 FRANCHISE TAX BOARD	PPE 2/11/26 Retiree Feb		CA STATE TAX WITHHELD CA STATE TAX WITHHELD	37,021.07 46.00
					<b>Total :</b>	<b>37,067.07</b>
3713	2/18/2026	10955 DEPARTMENT OF THE TREASURY	PPE 2/11/26 Retiree February		FEDERAL WITHHOLDING TAX FEDERAL WITHHOLDING TAX	110,113.67 211.00
					<b>Total :</b>	<b>110,324.67</b>
<b>2 Vouchers for bank code : ubgen</b>						<b>Bank total : 147,391.74</b>
<b>2 Vouchers in this report</b>						<b>Total vouchers : 147,391.74</b>

Prepared by: Juanita  
 Date: 2-18-26  
 Approved by: [Signature]  
 Date: 2-27-26

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141710	2/19/2026	10001 US BANK	0005642715		REGISTRATION FEE	140.00
			0013		CLASS REGISTRATION FEES	130.00
			0014		CLASS REGISTRATION	520.00
			004909		MEETING SUPPLIES	33.98
			008517		EMERG MGMT SPECIALIST CERT	80.81
			01012026		EVENT PROMOTION	90.00
			010525		SUBSCRIPTION RENEWAL	448.91
			016392		OFFICE SUPPLIES	34.01
			017035		WELLNESS	54.74
			018168		MEETING SUPPLIES	36.45
			019187		TEEN CENTER SUPPLIES	45.75
			039664		MATERIALS AND SUPPLIES	17.31
			042147		TEEN CENTER SUPPLIES	13.44
			043675		FLEET SUPPLIES	51.54
			060300		PHONE SUPPLIES	8.88
			067051		RETIREMENT ITEM	21.96
			074766		TYPE 1 FINAL INSPECTION	125.81
			079264		OFFICE SUPPLIES	28.67
			091393		PAPER CUTTING	6.18
			102145075		ANNUAL SUBSCRIPTION	794.00
			1022952		SHOP SUPPLIES	62.58
			1067405		VEHICLE REPAIR PART	18.29
			1174635-HR		OFFICE SUPPLIES	67.75
			1253934		OFFICE SUPPLIES	85.15
			12698993		ENROLLMENT FEE	125.00
			12699050		ENROLLMENT FEE	125.00
			1363036		ENG AND PLAN & BUILD SUPPLIES	76.86
			1401568		POLYWOOD BUDDY BENCH	429.93
			14103152043		MEETING REGISTRATION	23.18
			15048		MEETING SUPPLIES	19.73
			1512287		FOUNTAIN SUPPLIES FOR WALKER	139.45
			16204		ACLS RECERTIFICATIONS	658.00
			1629BD7-2		FIREFIGHTERS TEXTING SERVICE	40.04
			163924		SHIPPING COST	15.00
			172206		TRANSPORTATION CHARGE	217.98
			17555		PERFORMANCE APPLICATION FEE	25.00

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141710	2/19/2026	10001 US BANK	(Continued)			
			1881805		OFFICE SUPPLIES	32.31
			19183661		EMAIL MARKETING SUBSCRIPTION	350.00
			203035		STATION SUPPLIES	815.56
			206464		ENGINEERING FIELD SUPPLIES	17.97
			2116466		STATION SUPPLIES	113.97
			2205028		FIREFIGHTING EQUIPMENT	34.45
			2222319		MATERIALS AND SUPPLIES	24.78
			2405868		STATION SUPPLIES	108.75
			248879		EQUIPMENT SUPPLIES	56.99
			2512428		MATERIALS AND SUPPLIES	24.78
			2542535		SHOP SUPPLIES	153.38
			2560257		COMPUTER EQUIPMENT	242.39
			2581829		VEHICLE REPAIR PART	137.52
			26-0019		EQUIPMENT REPAIR PARTS	44.23
			260106-02-17		PRE-SPARC MEETING BRUNCH	126.80
			261703		WALKER PRESERVE TRAIL MIXER	134.89
			300020539		CSMFO ANNUAL FEES	155.00
			300020576		CSMFO ANNUAL RENEWAL	155.00
			300023564		MEMBERSHIP RENEWAL - MAILLET	100.00
			30191522		FIDO FEST FLYERS	217.83
			328893201		SENIOR TRIP	405.00
			3985065a		MAINTENANCE SUPPLIES	192.72
			4008250-A		STATION SUPPLIES	6.47
			4008250-B		STATION SUPPLIES	143.89
			40459		OFFICE SUPPLIES	53.51
			420366		TRANSPORTATION CHARGE	28.97
			4237397		SMALL TOOLS	193.80
			4612-6193.2		GOOGLE CLOUD FEE	0.15
			474SFO67445		CONFERENCE LODGING	364.82
			474SFO68070		CONFERENCE ACCOMMODATIONS	398.87
			478760		TRANSPORTATION CHARGE	22.94
			5032097		PUBLIC WORK SUPPLIES	236.40
			5361037		OFFICE SUPPLIES	118.70
			5482659		CAMERA EQUIPMENT	564.30
			5678		MEMBERSHIPS	350.00
			5950671		OFFICE SUPPLIES	80.50

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141710	2/19/2026	10001 US BANK	(Continued)			
			6011775		ELECTRICAL SUPPLIES	82.29
			6077003		EQUIPMENT REPAIR PARTS	236.94
			60896J3		CONFERENCE	54.95
			6160575		EQUIPMENT SUPPLIES	22.55
			6532012		MATERIALS AND SUPPLIES	63.70
			6907453		ENG AND PLAN & BUILD SUPPLIES	59.37
			7011621		STATION SUPPLIES	52.40
			7022473		STATION SUPPLIES	72.22
			7136253		OFFICE SUPPLIES	72.72
			7308267-A		STATION SUPPLIES	75.41
			7308267-B		STATION SUPPLIES	166.17
			7531977		STATION SUPPLIES	35.85
			7608		TENNIS COURT NETS	700.00
			7686644		WELLNESS	122.80
			82544		STATION SUPPLIES	6.77
			894397		ANNUAL SUBSCRIPTION	129.99
			89795		EVENT SUPPLIES	254.03
			8N6-CA8		OFFICE SUPPLIES	92.67
			9170663		SHOP STORAGE	104.39
			92833		DAY CAMP - FIELD TRIP	100.00
			9502622		CAMERA EQUIPMENT	61.80
			9513018		MATERIALS AND SUPPLIES	48.41
			9541866		GRAFFITI REMOVAL SUPPLIES	48.36
			99294-68		WIFI SERVICE	65.00
			9946666		OFFICE SUPPLIES	27.03
			C5Y0N4		PROFESSIONAL DEVELOPMENT	1,254.00
			E89CE740		MEETING SUPPLIES	15.57
			EA-LF-VM7E		APWA JANUARY 2026 LUNCH MEE	25.00
			FPK12		TYPE 1 INSPECTION	92.00
			NT3-2AG		OFFICE SUPPLIES	13.52
					<b>Total :</b>	<b>15,174.93</b>
					<b>Bank total :</b>	<b>15,174.93</b>
					<b>Total vouchers :</b>	<b>15,174.93</b>
1		Vouchers for bank code :	ubgen			
1		Vouchers in this report				

Bank code : ubgen

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
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Prepared by: Justin  
Date: 2-19-26  
Approved by: [Signature]  
Date: 2/19/26

EARNINGS SECTION					DEDUCTIONS SECTION			LEAVE SECTION					
Type	Hours/units	Rate	Amount	Src	Plan	Base Wages	Deduction	Benefit/Cont	LvPlan	Accrued	Taken	Banked	Lost
					rhsabc	34,531.27	690.64						
					roth	129,225.75	14,252.43						
					sb-1		99.51						
					sb-3		71.76						
					sffa		3,760.96						
					sffapc		1,015.22						
					st1cs3	67,837.50	2,035.13	-2,035.13					
					st2cs3	17,153.94	514.62	-514.62					
					texlif		364.68						
					vaccpr		1,125.30						
					vaccpt		191.66						
					vcanpr		362.77						
					vcanpt		113.15						
					vgcipt		93.26						
					vghipr		60.29						
					vision	21,672.50	558.98						
					voladd		17.50						
					voldis		652.99						
					vollif		156.83						
					vollpb			-156.83					
<b>Grand Totals</b>	16,472.76		804,780.46				291,627.42	92,707.47					

<b>Gross:</b>	804,780.46
<b>Net:</b>	513,153.04

<< No Errors / 16 Warnings >>

*E. Bull*  
2/17/26  
PPE 2/11/26  
Re-date 2/19/26

vchlist  
02/19/2026 1:49:10PM

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141711	2/19/2026	12724 AMERICAN FIDELITY ASSURANCE	D932127 D943670		VOLUNTARY LIFE INS-AM FIDELITY VOLUNTARY LIFE INS-AM FIDELITY	7,091.70 7,091.70 <b>Total : 14,183.40</b>
141712	2/19/2026	12903 AMERICAN FIDELITY ASSURANCE CO	2707020 2707021		FLEXIBLE SPENDING ACCOUNT FLEXIBLE SPENDING ACCOUNT	4,050.66 4,050.66 <b>Total : 8,101.32</b>
141713	2/19/2026	14793 CONTROLLING INS COST IN CA, SCHOOL 2026-2			EMPLOYEE ASSISTANCE PROGRAM	444.40 <b>Total : 444.40</b>
141714	2/19/2026	12722 FIDELITY SECURITY LIFE	167198446		EYEMED - VOLUNTARY VISION	1,144.61 <b>Total : 1,144.61</b>
141715	2/19/2026	10508 LIFE INSURANCE COMPANY OF	February 2026		LIFE INSURANCE	3,509.68 <b>Total : 3,509.68</b>
141716	2/19/2026	14452 MEDICAL AIR SERVICES ASSOC B2B	February 2026		MEDICAL AIR TRANSPORT SVCS	207.00 <b>Total : 207.00</b>
141717	2/19/2026	14458 METROPOLITAN LIFE INSURANCE	88676432		VOLUNTARY LEGAL	798.00 <b>Total : 798.00</b>
141718	2/19/2026	10784 NATIONAL UNION FIRE INSURANCE	February 2026		VOLUNTARY AD&D	35.05 <b>Total : 35.05</b>
141719	2/19/2026	10335 SAN DIEGO FIREFIGHTERS FEDERAL	PPE 2/11/26		LONG TERM DISABILITY-SFFA	1,386.50 <b>Total : 1,386.50</b>
141720	2/19/2026	10424 SANTEE FIREFIGHTERS	PPE 02/11/26		BATT CHIEF-STATION EXPENSE	4,913.45 <b>Total : 4,913.45</b>
141721	2/19/2026	10776 STATE OF CALIFORNIA	PPE 2/11/26		WITHHOLDING ORDER	449.53 <b>Total : 449.53</b>
141722	2/19/2026	10776 STATE OF CALIFORNIA	PPE 2/11/26		WITHHOLDING ORDER	260.30

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141722	2/19/2026	10776 10776 STATE OF CALIFORNIA	(Continued)			<b>Total : 260.30</b>
141723	2/19/2026	14467 TEXAS LIFE INSURANCE COMPANY	SM0F0U20260114001		VOLUNTARY INS RIDERS	729.45
						<b>Total : 729.45</b>
141724	2/19/2026	10001 US BANK	PPE 2/11/26		PARS RETIREMENT	1,103.36
						<b>Total : 1,103.36</b>
141725	2/19/2026	14600 WASHINGTON STATE SUPPORT	PPE 2/11/26		WITHHOLDING ORDER	641.53
						<b>Total : 641.53</b>
<b>15 Vouchers for bank code : ubgen</b>						<b>Bank total : 37,907.58</b>
<b>15 Vouchers in this report</b>						<b>Total vouchers : 37,907.58</b>

Prepared by: Juan M  
Date: 2-19-26  
Approved by: E-Bull  
Date: 2-19-26

Voucher List  
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141726	2/19/2026	10003 A & B SAW & LAWNMOWER SHOP	4926 4927	55281 55281	EQUIPMENT SUPPLIES EQUIPMENT REPAIR PARTS	189.64 32.27 <b>Total : 221.91</b>
141727	2/19/2026	15886 ACTIVE NETWORK LLC	4100186772	55572	RECREATION SOFTWARE MONTHL	1,541.67 <b>Total : 1,541.67</b>
141728	2/19/2026	10292 ALL STAR FIRE EQUIPMENT INC	270016	55377	SAFETY APPAREL	439.68 <b>Total : 439.68</b>
141729	2/19/2026	13287 ANIXTER	18K795811	55315	TRAFFIC SIGNAL LOCK CORES	1,828.30 <b>Total : 1,828.30</b>
141730	2/19/2026	15604 BANUELOS, EMILIO	025879		EMPLOYEE REIMBURSEMENT	200.00 <b>Total : 200.00</b>
141731	2/19/2026	13292 BORDER RECAPING LLC	26-0332540.008	55318	TIRE REPAIR	38.78 <b>Total : 38.78</b>
141732	2/19/2026	12349 CHOICE LOCKSMITHING	012626CH	55354	LOCKSMITH SERVICES	452.44 <b>Total : 452.44</b>
141733	2/19/2026	15413 COUNTYWIDE MECHANICAL SYSTEMS	78809	55384	FY25/26 PLUMBING REPAIRS & REI	1,167.88 <b>Total : 1,167.88</b>
141734	2/19/2026	10046 D MAX ENGINEERING INC	9704	55426	CONSTRUCTION INSPECTIONS & F	2,518.92 <b>Total : 2,518.92</b>
141735	2/19/2026	12655 DELL MARKETING LP	10857604077	55489	MONTHLY WEBSITE HOSTING FEE	525.99 <b>Total : 525.99</b>
141736	2/19/2026	15943 DEMATTEO, DUSTIN	002586		HMGP GRANT NOP MAILING	97.47 <b>Total : 97.47</b>
141737	2/19/2026	10196 FIRE PREVENTION SERVICES INC	FPR 2026.2		FIRE PREVENTION REIMBURSEME	1,877.53 <b>Total : 1,877.53</b>

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141738	2/19/2026	12120 GEOCON INCORPORATED	125130288	55429	GEOTECHNICAL REVIEW - SUMMIT	805.00
					<b>Total :</b>	<b>805.00</b>
141739	2/19/2026	15220 GOCHENOUR, JASON	210213		EMPLOYEE REIMBURSEMENT	250.00
					<b>Total :</b>	<b>250.00</b>
141740	2/19/2026	12009 HARDIN, DAVID	06138Z		EMPLOYEE REIMBURSEMENT	250.00
					<b>Total :</b>	<b>250.00</b>
141741	2/19/2026	10144 HDL COREN & CONE	SIN058981	55341	FY 25/26 PROFESSIONAL SERVICE	4,987.50
					<b>Total :</b>	<b>4,987.50</b>
141742	2/19/2026	15503 HEALTH DIMENSIONS	19109	55457	HEALTH AND WELLNESS FAIR	2,800.00
					<b>Total :</b>	<b>2,800.00</b>
141743	2/19/2026	10301 HORSMAN AUTOMOTIVE	041967	55293	VEHICLE REPAIR	50.00
					<b>Total :</b>	<b>50.00</b>
141744	2/19/2026	10430 LEAGUE OF CALIFORNIA CITIES	Y7F3N8	55588	ANNUAL MEMBERSHIP DUES	21,361.00
					<b>Total :</b>	<b>21,361.00</b>
141745	2/19/2026	10204 LIFE ASSIST INC	2051386 2054184	55324 55324	EMS SUPPLIES EMS SUPPLIES	645.58 2,778.55
					<b>Total :</b>	<b>3,424.13</b>
141746	2/19/2026	14742 LOWNDES, BECKY	FIDOFEST26		CHANGE FUND FOR FIDO FEST 20	200.00
					<b>Total :</b>	<b>200.00</b>
141747	2/19/2026	10083 MUNICIPAL EMERGENCY SERVICES L	IN2421560	55299	SAFETY APPAREL	636.95
					<b>Total :</b>	<b>636.95</b>
141748	2/19/2026	13369 NATIONWIDE MEDICAL	IN52770	55325	PHARMACEUTICALS	297.56
					<b>Total :</b>	<b>297.56</b>
141749	2/19/2026	15740 NBS GOVERNMENT FINANCE GROUP	202601-4253	55461	SLEMSA FEE STUDY	2,525.00
					<b>Total :</b>	<b>2,525.00</b>
141750	2/19/2026	10308 O'REILLY AUTO PARTS	2968-328625	55364	VEHICLE REPAIR PART	41.83

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141750	2/19/2026	10308 O'REILLY AUTO PARTS	(Continued) 2968-328637	55364	VEHICLE REPAIR PARTS	399.02
<b>Total :</b>						<b>440.85</b>
141751	2/19/2026	10344 PADRE DAM MUNICIPAL WATER DIST	90000367; FEB26		GROUP BILL	19,816.38
<b>Total :</b>						<b>19,816.38</b>
141752	2/19/2026	14614 PARADIGM MECHANICAL CORP	114340 114541 114542 114543 114546	55387 55387 55387 55387 55387	FY25/26 HVAC MAINT & REPAIRS FY25/26 HVAC MAINT & REPAIRS FY25/26 HVAC MAINT & REPAIRS FY25/26 HVAC MAINT & REPAIRS FY25/26 HVAC MAINT & REPAIRS	114.10 138.74 138.74 277.48 289.81
<b>Total :</b>						<b>958.87</b>
141753	2/19/2026	10095 RASA	5915 5916 5917 5918	55434 55434 55434 55434	MAP CHECK - CUYAMACA/MGR RO MAP CHECK - PASEO TOWNHOME! MAP CHECK - ORGANDY LANE MAP CHECK - 8861 MAGNOLIA LOT	525.00 700.00 1,050.00 385.00
<b>Total :</b>						<b>2,660.00</b>
141754	2/19/2026	15246 SAFELITE AUTO GLASS	130596	55304	VEHICLE REPAIR	93.00
<b>Total :</b>						<b>93.00</b>
141755	2/19/2026	10606 SD COUNTY SHERIFF'S DEPT	SHERIFF DEC 2025		LAW ENFORCEMENT DEC 2025	1,520,017.89
<b>Total :</b>						<b>1,520,017.89</b>
141756	2/19/2026	10702 SANTEE SANTAS FOUNDATION INC	SSDF 2526-01	55563	CDBG RECIPIENT	5,810.00
<b>Total :</b>						<b>5,810.00</b>
141757	2/19/2026	14523 SCA OF CA, LLC	CA25005679	55372	STREET SWEEPING SVCS	32,198.14
<b>Total :</b>						<b>32,198.14</b>
141758	2/19/2026	13206 SHARP BUSINESS SYSTEMS DIVISIO	9005681551 9005681580		COPY CHARGES COPY CHARGES	960.78 24.05
<b>Total :</b>						<b>984.83</b>
141759	2/19/2026	13162 SOCAL PPE	SC18740	55411	TURNOUT MAINTENANCE	7,599.89

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141759	2/19/2026	13162 13162 SOCIAL PPE	(Continued)			<b>Total : 7,599.89</b>
141760	2/19/2026	11910 SPECTRUM GAS PRODUCTS	0000887365	55577	OXYGEN CYLINDER RENTAL	76.00
					<b>Total :</b>	<b>76.00</b>
141761	2/19/2026	11260 SPORTSPLEX USA OF SANTEE INC	609111		OVERPAYMENT REIMBURSEMENT	1,321.22
					<b>Total :</b>	<b>1,321.22</b>
141762	2/19/2026	10217 STAPLES ADVANTAGE	6054123303	55350	OFFICE SUPPLIES - P&B, E	61.68
			6054123305	55438	OFFICE SUPPLIES	81.43
			6054210733	55350	OFFICE SUPPLIES - P&B, E	70.35
			6054291566	55350	OFFICE SUPPLIES - P&B, E	229.94
					<b>Total :</b>	<b>443.40</b>
141763	2/19/2026	10250 THE EAST COUNTY	00159923		NOTICE OF PUBLIC HEARING - CDI	182.00
					<b>Total :</b>	<b>182.00</b>
141764	2/19/2026	10550 UNIFORMS PLUS INC	11426	55351	CLASS B UNIFORMS	2,867.74
			12226	55351	WEARING APPAREL	1,398.53
					<b>Total :</b>	<b>4,266.27</b>
141765	2/19/2026	12480 UNITED SITE SERVICES	114-14186591	55423	PORTA POT	291.04
			INV-5878947	55423	PORTAPOT RENTAL	135.54
					<b>Total :</b>	<b>426.58</b>
141766	2/19/2026	10136 WEST COAST ARBORISTS INC	239249	55395	FY25/26 URBAN FORESTRY MANA(	4,480.00
			239250	55395	FY25/26 URBAN FORESTRY MANA(	400.00
					<b>Total :</b>	<b>4,880.00</b>
141767	2/19/2026	11229 WESTERN MOWER AND ENGINE	149585	55575	FIREFIGHTING EQUIPMENT	4,416.54
					<b>Total :</b>	<b>4,416.54</b>
141768	2/19/2026	10537 WETMORE'S	06P125668	55312	VEHICLE REPAIR PARTS	322.66
					<b>Total :</b>	<b>322.66</b>
141769	2/19/2026	15189 ZERO FOODPRINT	4558	55146	SB1383 CONSULTANT	33,207.30
					<b>Total :</b>	<b>33,207.30</b>

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141770	2/19/2026	10318 ZOLL MEDICAL CORPORATION	4403284	55547	EMS EQUIPMENT	49,190.12
			91003196	55547	EMS EQUIPMENT	2,616.00
<b>Total :</b>						<b>51,806.12</b>

45 Vouchers for bank code : ubgen

Bank total : 1,740,425.65

45 Vouchers in this report

Total vouchers : 1,740,425.65

Prepared by:   
Date: 2-19-26  
Approved by:   
Date: 2/19/26

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
6046732	2/20/2026	14704 457 MISSIONSQUARE	PPE 2/11/26		ICMA - 457	48,622.76
					<b>Total :</b>	<b>48,622.76</b>
6696418	2/20/2026	14705 RHS MISSIONSQUARE	PPE 2/11/26		RETIREE HSA	5,220.69
					<b>Total :</b>	<b>5,220.69</b>
2 Vouchers for bank code : ubgen						<b>Bank total : 53,843.45</b>
2 Vouchers in this report						<b>Total vouchers : 53,843.45</b>

Prepared by: *J. Smith*  
Date: 2-20-26  
Approved by: *E. Bull*  
Date: 2-21-26

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
2264	2/24/2026	10353 PERS	02 26 4		RETIREMENT PAYMENT	162,034.17

Total : 162,034.17

1 Vouchers for bank code : ubgen

Bank total : 162,034.17

1 Vouchers in this report

Total vouchers : 162,034.17

Prepared by:   
Date: 2-25-26  
Approved by:   
Date: 2-27-26

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141771	2/26/2026	15799 A PREMAN ROOFING INC	CIP2026-32 RR		RETENTION RELEASE CIP2026-32	1,350.00
					<b>Total :</b>	<b>1,350.00</b>
141772	2/26/2026	15946 ALIGNMENT HEALTH PLAN	ACID 30636		REFUND - AMBULANCE BILLING	535.29
					<b>Total :</b>	<b>535.29</b>
141773	2/26/2026	10510 AMAZON WEB SERVICES, INC	2484623733		AMAZON CLOUD SERVICES	109.23
					<b>Total :</b>	<b>109.23</b>
141774	2/26/2026	11445 AMERICAN MESSAGING	L1072898AB		FD PAGER SERVICE	267.61
					<b>Total :</b>	<b>267.61</b>
141775	2/26/2026	14363 ANGUS ASPHALT INC	CIP2024-06 RR		RETENTION RELEASE CIP2024-06	14,438.61
					<b>Total :</b>	<b>14,438.61</b>
141776	2/26/2026	10412 AT&T	000024707255		TELEPHONE	461.09
					<b>Total :</b>	<b>461.09</b>
141777	2/26/2026	15947 BENDIXEN, DORIS OR MARK	ACID 32026		REFUND - AMBULANCE BILLING	1,460.00
					<b>Total :</b>	<b>1,460.00</b>
141778	2/26/2026	10020 BEST BEST & KRIEGER LLP	LEGAL SVCS JAN 2026		LEGAL SVCS JANUARY 2026	93,678.49
					<b>Total :</b>	<b>93,678.49</b>
141779	2/26/2026	15009 BLUESHIELD OF CA PROMISE HEALT	ACID 18224		REFUND - AMBULANCE BILLING	772.99
					<b>Total :</b>	<b>772.99</b>
141780	2/26/2026	13292 BORDER RECAPING LLC	26-0332576-008	55318	TIRES	2,297.83
					<b>Total :</b>	<b>2,297.83</b>
141781	2/26/2026	14527 CHAVEZ, NICOLAS	2026CPRS-NC		CPRS PER DIEM	301.00
					<b>Total :</b>	<b>301.00</b>
141782	2/26/2026	15152 COAR DESIGN GROUP	23283	54666	FIRE STATION 20	3,268.00
					<b>Total :</b>	<b>3,268.00</b>
141783	2/26/2026	15949 CONNIE B SMITH REVOCABLE TRUST	ACID 30011		REFUND - AMBULANCE BILLING	66.00

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141783	2/26/2026	15949 CONNIE B SMITH REVOCABLE TRUST	(Continued) ACID 32368		REFUND - AMBULANCE BILLING	90.29
					<b>Total :</b>	<b>156.29</b>
141784	2/26/2026	15938 CORKS AND CRAFT	15021		BUSINESS LICENSE REFUND INV-1	44.00
					<b>Total :</b>	<b>44.00</b>
141785	2/26/2026	12153 CORODATA RECORDS	RS7147488	55479	CORODATA RECORDS MANAGMEN	1,223.03
					<b>Total :</b>	<b>1,223.03</b>
141786	2/26/2026	11862 CORODATA SHREDDING INC	DN1562035		CORODATA SHREDDING	55.20
					<b>Total :</b>	<b>55.20</b>
141787	2/26/2026	10358 COUNTY OF SAN DIEGO	26CTOFSAN07 26CTOFSASN07	55425 55441	SHERIFF RADIOS 800 MHZ NETWORK ACCESS	2,806.00 2,440.00
					<b>Total :</b>	<b>5,246.00</b>
141788	2/26/2026	10486 COUNTY OF SAN DIEGO	02192026		NOE - CITYWIDE PAVEMENT REPAI	50.00
					<b>Total :</b>	<b>50.00</b>
141789	2/26/2026	10486 COUNTY OF SAN DIEGO	202600114		RECORDED DOCUMENT - RELEASI	20.00
					<b>Total :</b>	<b>20.00</b>
141790	2/26/2026	15413 COUNTYWIDE MECHANICAL SYSTEMS	78996	55384	FY25/26 PLUMBING REPAIRS & REI	2,305.20
					<b>Total :</b>	<b>2,305.20</b>
141791	2/26/2026	10333 COX COMMUNICATIONS	052335901; FEB26 064114701; FEB26		8950 COTTONWOOD AVE 8115 ARLETTE ST	197.74 194.94
					<b>Total :</b>	<b>392.68</b>
141792	2/26/2026	15948 CUTLER, JUDITH OR CHRISTOPHER	ACID21593		REFUND - AMBULANCE BILLING	13.00
					<b>Total :</b>	<b>13.00</b>
141793	2/26/2026	15488 DARKTRACE HOLDINGS LTD	10043383	55587	SOFTWARE SUBSCRIPTION BUNDI	48,222.80
					<b>Total :</b>	<b>48,222.80</b>
141794	2/26/2026	13659 DAVIS, BARBARA	ACID 29497		REFUND - AMBULANCE BILLING	57.38

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141807	2/26/2026	10120 KEARNY PEARSON FORD	(Continued) 2096166 2097438	55323 55323	VEHICLE REPAIR PART VEHICLE REPAIR PART	90.32 56.89 <b>Total : 213.82</b>
141808	2/26/2026	15922 KOA HILLS CONSULTING LLC	11628 11629	55579 55579	CONSULTING SVCS FOR ERP PRO CONSULTING SVCS FOR ERP PRO	2,193.03 9,900.00 <b>Total : 12,093.03</b>
141809	2/26/2026	10997 LAKESIDE FIRE PROTECTION	12302025NC 123025CB	55459	NURSE COORDINATOR FY26 Q2 FY26 Q2 SLEMSA CLERK OF THE B	27,258.43 5,940.00 <b>Total : 33,198.43</b>
141810	2/26/2026	10204 LIFE ASSIST INC	2041655 2041656 2059299	55324 55324 55324	EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES	3,904.74 1,354.42 2,356.65 <b>Total : 7,615.81</b>
141811	2/26/2026	14742 LOWNDES, BECKY	CPRS2026-BL		PER DIEM - BECKY LOWNDES - CP	301.00 <b>Total : 301.00</b>
141812	2/26/2026	15944 LY, ASHLEY	303196		LIVESCAN	35.00 <b>Total : 35.00</b>
141813	2/26/2026	10154 MCDUGAL BOEHMER FOLEY LYON	115497		SLEMSA LEGAL SERVICES JANUAF	180.00 <b>Total : 180.00</b>
141814	2/26/2026	10239 MORRISON, ANNE	CPRS2026-AM		PER DIEM FOR CPRS CONFERENC	215.00 <b>Total : 215.00</b>
141815	2/26/2026	10083 MUNICIPAL EMERGENCY SERVICES L	IN2026085	55299	WEARING APPAREL	47.33 <b>Total : 47.33</b>
141816	2/26/2026	15376 NESVIG, CHRISTINE	021226-CN		TRAVEL REIMBURSEMENT	24.94 <b>Total : 24.94</b>
141817	2/26/2026	14634 NORTHUM, JAMES	CPRS2026-JN		CPRS CONFERENCE PER DIEM	301.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141817	2/26/2026	14634 14634 NORTHUM, JAMES	(Continued)			<b>Total : 301.00</b>
141818	2/26/2026	15939 PAL GENERAL ENGINEERING	15125		BUSINESS LICENSE REFUND INV-1	112.00
						<b>Total : 112.00</b>
141819	2/26/2026	11539 PALM ENGINEERING CONSTRUCTION	5 CIP2024-02, 05 R	55127	CUYAMACA STREET RIGHT TURN F RETENTION	219,625.00 -10,981.25
						<b>Total : 208,643.75</b>
141820	2/26/2026	14614 PARADIGM MECHANICAL CORP	114566 114567 114568 114569 114570 114571 114572 114573	55387 55387 55387 55387 55387 55387 55387 55387	FY25/26 HVAC MAINT & REPAIRS FY25/26 HVAC MAINT & REPAIRS	123.34 265.16 144.90 132.58 259.00 126.42 283.64 283.64
						<b>Total : 1,618.68</b>
141821	2/26/2026	12919 PARCELQUEST	28366	55589	SOFTWARE RENEWAL	2,399.00
						<b>Total : 2,399.00</b>
141822	2/26/2026	10932 PERRY ELECTRIC	1707-2 CIP2023-09 2R	55556	TRAFFIC SIGNAL AND COMMUNIC/ RETENTION	249,175.00 -12,458.75
						<b>Total : 236,716.25</b>
141823	2/26/2026	12062 PURETEC INDUSTRIAL WATER	2382663 2382664	55528 55528	DEIONIZED WATER SERVICE DEIONIZED WATER SERVICE	34.40 51.22
						<b>Total : 85.62</b>
141824	2/26/2026	10095 RASA	5922	55434	MAP CHECK - PASEO TOWNHOME:	1,050.00
						<b>Total : 1,050.00</b>
141825	2/26/2026	15246 SAFELITE AUTO GLASS	135618	55304	VEHICLE REPAIR	93.00
						<b>Total : 93.00</b>
141826	2/26/2026	13061 SAN DIEGO HUMANE SOCIETY &	FEB-26	55408	ANIMAL CONTROL SERVICES	39,881.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141826	2/26/2026	13061 13061 SAN DIEGO HUMANE SOCIETY &	(Continued)			<b>Total : 39,881.00</b>
141827	2/26/2026	10768 SANTEE SCHOOL DISTRICT	9911	55370	FY25/26 JOINT USE FIELDS - RIO S	564.74
						<b>Total : 564.74</b>
141828	2/26/2026	10768 SANTEE SCHOOL DISTRICT	9912	55409	BUS TRANSPORTATION	282.30
						<b>Total : 282.30</b>
141829	2/26/2026	15951 SHAYA, SAAD	303190		LIVESCAN	35.00
						<b>Total : 35.00</b>
141830	2/26/2026	15301 SIMMONS, TERRY	ACID 22671		REFUND - AMBULANCE BILLING	150.00
						<b>Total : 150.00</b>
141831	2/26/2026	10837 SOUTHWEST TRAFFIC SIGNAL	84809	55484	TRAFFIC SIGNAL - MONTHLY MAIN	3,379.00
			84810	55484	TRAFFIC SIGNAL - USA MARKOUTS	887.49
			84811	55484	TRAFFIC SIGNAL - SERVICE CALLS	4,698.24
			84812	55437	TRAFFIC SIGNAL - USA MARKOUTS	861.56
			84814	55437	TRAFFIC SIGNAL - SERVICE CALLS	1,312.39
			84815	55437	TRAFFIC SIGNAL - SERVICE CALLS	414.29
			84816	55437	TRAFFIC SIGNAL - SERVICE CALLS	406.66
						<b>Total : 11,959.63</b>
141832	2/26/2026	11910 SPECTRUM GAS PRODUCTS	0000888899	55577	OXYGEN CYLINDER RENTAL	161.50
			0000888900	55577	OXYGEN CYLINDER RENTAL	76.00
						<b>Total : 237.50</b>
141833	2/26/2026	14240 SPICER CONSULTING GROUP	2157	55161	ASSMNT ENG & CFD SVCS FY 24-2	2,818.83
						<b>Total : 2,818.83</b>
141834	2/26/2026	11056 STANDARD ELECTRONICS	2956	55392	FIRE ALARM & SPRINKLER MONITC	4,434.08
						<b>Total : 4,434.08</b>
141835	2/26/2026	10217 STAPLES ADVANTAGE	6055029493	55349	FY 25/26 OFFICE SUPPLIES - FINAN	124.13
			6055101142	55393	OFFICE SUPPLIES	342.28
			6055180026	55393	OFFICE SUPPLIES	149.42
			6055180030	55438	OFFICE SUPPLIES	59.73
			6055264857	55393	OFFICE SUPPLIES	98.59

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141835	2/26/2026	10217 10217 STAPLES ADVANTAGE	(Continued)			<b>Total : 774.15</b>
141836	2/26/2026	10027 STATE OF CALIFORNIA	022790		FINGERPRINTS	96.00
						<b>Total : 96.00</b>
141837	2/26/2026	10119 STEVEN SMITH LANDSCAPE INC	48220	55374	LANDSCAPING MEDIANS	22,586.88
						<b>Total : 22,586.88</b>
141838	2/26/2026	15035 SUTTER, GISELA	ACID 34941		REFUND - AMBULANCE BILLING	50.00
						<b>Total : 50.00</b>
141839	2/26/2026	15776 TEAMCIVX LLC	4296	55513	FUNDING FEASIBILITY ASSESSMEI	7,500.00
						<b>Total : 7,500.00</b>
141840	2/26/2026	15169 TOLLIVER, EMILY	CPRS2026-ET		CPRS CONFERENCE PER DIEM	129.00
						<b>Total : 129.00</b>
141841	2/26/2026	14354 TRILOGY MEDWASTE WEST, LLC	1880529	55394	BIOMEDICAL WASTE DISPOSAL	511.02
			1880530	55394	BIOMEDICAL WASTE DISPOSAL	426.33
						<b>Total : 937.35</b>
141842	2/26/2026	10133 UNDERGROUND SERVICE ALERT	120260713	55439	DIG ALERT - MONTHLY TICKETS	179.85
			25-262645	55439	DIG ALERT - STATE FEES	59.83
						<b>Total : 239.68</b>
141843	2/26/2026	10475 VERIZON WIRELESS	6135705803		WIFI SERVICE	1,220.31
						<b>Total : 1,220.31</b>
141844	2/26/2026	10475 VERIZON WIRELESS	6135705802; FEB26		CELL PHONE SERVICE	483.66
						<b>Total : 483.66</b>
141845	2/26/2026	10136 WEST COAST ARBORISTS INC	239617	55395	FY25/26 URBAN FORESTRY MANA(	2,850.00
			239618	55395	FY25/26 URBAN FORESTRY MANA(	3,000.00
						<b>Total : 5,850.00</b>
141846	2/26/2026	10537 WETMORE'S	06P126077	55312	CR -VEHICLE PART RETURNED	-38.97
			06P126078	55312	EQUIPMENT SUPPLIES	260.93

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141846	2/26/2026	10537 10537 WETMORE'S	(Continued)			Total : 221.96
141847	2/26/2026	14480 WONG, ALICIA	CPRS2026-AW		CPRS CONFERENCE PER DIEM	301.00
					Total :	301.00
77 Vouchers for bank code : ubgen						Bank total : 883,185.85
77 Vouchers in this report						Total vouchers : 883,185.85

Prepared by:   
Date: 2-26-26   
Approved by: \_\_\_\_\_  
Date: 2/26/26

**MEETING DATE** March 11, 2026

**ITEM TITLE RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE THE SIXTH AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH COAR DESIGN GROUP FOR FIRE INFRASTRUCTURE DESIGN SERVICES FOR THE DESIGN AND ENVIRONMENTAL REVIEW OF INTERIM FIRE STATION 24 AT WOODGLEN VISTA PARK AND FINDING THE ACTION IS NOT A PROJECT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”)**

**DIRECTOR/DEPARTMENT** Harley Wallace, Fire Chief 

**SUMMARY**

This item requests the City Council approve an amendment to the City’s existing agreement with COAR Design Services, the design firm retained to provide all fire infrastructure design services, to add this work. The scope of this work will include the environmental consulting services, geotechnical engineering, coordination of utility service, perimeter fencing, landscape engineering, and design for an interim fire station living quarters and apparatus bay.

The 2023 AP Triton Community Risk Assessment and Long-Range Master Plan identified the need for an additional fire station in northeastern Santee to improve emergency response times in this area of the City. Staff conducted a study of City-owned properties and determined both the Woodglen Vista Park and City Hall locations would meet the Fire Department’s response time needs. COAR Design Group completed a feasibility study of both sites and determined both sites could work for a future permanent fire station, however only the Woodglen Vista site would allow for the immediate development of an interim fire station that could remain operational during the construction of a permanent location. It is anticipated that the design and environmental review of the interim fire station will take approximately one year, and a construction contract for the interim facility could be awarded in the Spring of 2027.

On December 13, 2023, the City Council authorized a multi-year, multiple phase professional services contract with COAR Design Group to provide the design services required for the fire infrastructure projects included in the adopted FY 2024-2028 Capital Improvement Program (the “PSA”). The PSA became effective on January 16, 2024, and the design of the first project, New Fire Station at the City Operations Center (Fire Station No. 20), was completed in Spring 2025. Additional fire infrastructure improvements include:

- Fleet Maintenance Facility at the City Operations Center
- Fire Station 4 Comprehensive Remodel
- Future Fire Station at Northern Santee

This funding request is related to the Future Fire Station at Northern Santee, and the project will be identified as Interim Fire Station No. 24 at Woodglen Vista Park. This interim fire station will operate until the City determines the future site location and completes the construction of permanent Fire Station 24. The permanent fire station may be located adjacent to the interim facility at Woodglen Vista Park, at City Hall, or at an alternate site in Northeastern Santee. The

Central Zone Board of Fire Chiefs has requested that Santee utilize station number 24 for this facility. This is based on the current numbering system within the Central Zone, which includes the Cities of El Cajon, La Mesa, Lemon Grove, and Santee; the Fire Protection Districts of Alpine, Bonita-Sunnyside, Lakeside, and San Miguel; and the Tribal Fire Departments of Barona, Sycuan, and Viejas. To reduce confusion amongst operational crews and within our joint dispatch center, the zone has adopted a zone-wide numeric system to prevent duplication of station numbers within the zone. Station number 24 had previously been reserved by a zone agency that had planned to build an additional station, however that agency is no longer pursuing an additional station. Interim Fire Station 24 would become the City of Santee's fourth fire station.

While researching the Woodglen Vista Park title, the City became aware of a County of San Diego deed restriction on the 1983 transfer of Woodglen Vista Park from the County to the City, and a 1972 U.S. Department of Housing and Urban Development (HUD) Agreement that provides for the continued open-space use of the land. The City has, with the County's concurrence, determined that the utilization of a small portion of this park for a fire station does not trigger any obligations under the HUD Agreement or the deed restriction. The City has notified both HUD and the County of San Diego of this determination and the City's plan to move forward with the interim fire station and future consideration for a permanent fire station at this location.

**ENVIRONMENTAL REVIEW**

This item is exempt from environmental review under the California Environmental Quality Act ("CEQA") by CEQA Guidelines section 15061(b)(3).

**FINANCIAL STATEMENT** *WY*

Funding for this project of \$862,500 was appropriated into the Capital Improvement Program during the FY 2025-26 Mid-Year Amended budget for costs associated with the design and environmental services for the Interim Fire Station 24 at Woodglen Vista Park. The design contract currently covers only the Interim Fire Station and was previously budgeted to include the Interim and Permanent Fire Station. Additionally, it was assumed that the project might require an Environmental Impact Report and has now been determined to need a Mitigated Negative Declaration, which produced cost savings. The proposal from COAR Design Group for the design and environmental consulting services for this project is \$467,000. Staff recommends the additional funds appropriated to the project with the mid-year budget remain in the Capital Improvement Program budget for this project for any additional environmental services should they be required. Staff also recommends any funds remaining after the design and environmental services are completed be applied toward the construction of the interim facility, however it is the City Council's discretion to determine how those funds will be used.

**CITY ATTORNEY REVIEW**  N/A  Completed

**RECOMMENDATION** *WK*

Adopt the Resolution:

1. Authorizing the City Manager to execute the Sixth Amendment to the Professional Services Agreement with COAR Design Group for architectural, engineering, landscape architectural and environmental services to design Interim Fire Station No. 24 at Woodglen Vista Park in an amount not to exceed \$467,000.

**ATTACHMENTS**

Resolution  
COAR – Proposal

**RESOLUTION NO.**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,  
AUTHORIZING THE CITY MANAGER TO APPROVE THE SIXTH AMENDMENT TO  
THE PROFESSIONAL SERVICES AGREEMENT WITH COAR DESIGN GROUP FOR  
FIRE INFRASTRUCTURE DESIGN SERVICES FOR THE DESIGN AND  
ENVIRONMENTAL REVIEW OF INTERIM FIRE STATION 24 AT WOODGLEN VISTA  
PARK AND FINDING THE ACTION IS NOT A PROJECT SUBJECT TO THE  
CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”)**

**WHEREAS**, on March 22, 2023, AP Triton, LLC delivered an informational presentation to the Santee City Council related to the current system delivery deficiencies of the fire department, including response times in Northern Santee; and

**WHEREAS**, on December 13, 2023, the City Council authorized the City Manager to execute a Professional Services Agreement with COAR Design Group to provide design services for the multi-year, multi-phase fire infrastructure projects identified in the adopted FY 2024-2028 Capital Improvement Program (PSA), which include:

- New Fire Station at the City Operations Center (Fire Station No. 20)
- Fleet Maintenance Facility at the City Operations Center
- Fire Station 4 Comprehensive Remodel
- New Fire Station in Northern Santee; and

**WHEREAS**, the City has determined that constructing an interim fire station at Woodglen Vista Park would best meet the City’s immediate emergency response needs in Northern Santee; and

**WHEREAS**, funding for the Sixth Amendment to the PSA for the design and environmental consulting services for a fire station in Northern Santee is available in the City’s Capital Improvement Program budget; and

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

1. Authorizes the City Manager to execute an amendment to the Professional Services Agreement with Coar Design Group for the design and environmental consulting services for Interim Fire Station 24 at Woodglen Vista Park in an amount not to exceed \$467,000.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 11th day of March 2026, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

\_\_\_\_\_  
**JOHN W. MINTO, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**JAMES JEFFRIES, CITY CLERK**

February 23, 2026



Harley Wallace  
Fire Chief  
**City of Santee Fire Department**  
10601 Magnolia Avenue  
Santee, CA 92071

**RE: Santee Fire / Woodglen Vista Park Temp Fire Station**

Thank you for the opportunity to provide this proposal for the temporary fire station at Woodglen Vista Park. The Fire Department plans to create a temporary fire station at Woodglen Vista Park to serve the community until the new station is complete. The scope of work will include:

- 40'x45' Sprung Structure Apparatus Bay
- 35'x66' Pre-manufactured Living Quarters
- Back up portable generator
- perimeter fencing included with landscaping to buffer chain link fence from park. existing irrigation for ball field is in place.
- Pre-engineered covered vehicle parking for 2 vehicles
- Utility services - coordination included for SDG&E & Padre Dam
- Geotechnical Engineering
- Environmental consulting services to assist with any required approvals
- Site Electrical: new 400 amp service pedestal to ATS to both structures
- Commercial concrete drive apron off of Kerrigan and asphalt in the back towards the park.
- Accessible parking - one stall - no public parking
- 8 total parking spaces on secure side of site
- EV Parking - 1 space – with chargepoint chargers
- Site Lighting included (minimal and for security purposes)
- One gated drive on east side of site.

Please note that this proposal is based on the Scope of Services we believe is necessary to successfully complete this phase of the Project. Our proposal includes architectural, civil, structural, mechanical and electrical design services for the following Project Phases: Project Initiation, Schematic Design, Construction Documents, Bidding, and Construction Administration. The following sections include a more detailed explanation of the scope being provided. If there are scope items that are not included, or that are not necessary, we are pleased to adjust the scope to meet your needs.

**TASK 1: PROJECT INITIATION**

1. Meet with City of Santee Fire Department to review all requirements including design review, environmental documentation, and approval process.
2. Meet to review existing as-built utility information and discuss how temporary utility connections will be accomplished.
3. Develop a Project Management Plan.
4. Review and list all applicable design and planning standards.
5. Provide a detailed design schedule indicating required milestone dates.
6. Coordinate with Fire Department and other agencies.

### **TASK 2: SCHEMATIC DESIGN**

1. Review existing site conditions.
2. Prepare a topographic survey of the project site as shown on Attachment A of this proposal
3. Coordinate with Modular Building vendor and Sprung Structures or similar Apparatus bay vendor.
4. Perform site investigation and develop a Geotechnical Report for the project including soils work, foundation and paving design criteria.
5. Develop Schematic Design for new temp structures including apparatus and personal vehicle access, parking and security fencing. The schematic plans will also include the layout of parking lots (curbs, gutters, sidewalks, striping), site accessible paths of travel, and building finished floors elevations. The plans will show proposed layouts of utilities (domestic water, sanitary sewer, and storm drain systems, power and data) to service the project.
6. Present Schematic Design options to stakeholders for review and consideration/selection of final design option.
7. Work with environmental consultant to support the City through the environmental approval process.
8. Make required submissions to Department for Final Schematic review and approval.
9. After obtaining approval of Schematic Design, we will proceed into Task 3, Construction Documents.

### **TASK 3: CONSTRUCTION DOCUMENTS**

1. Prepare drawings and specifications suitable for bidding to clearly delineate the Contractor's scope of work, including required architectural, civil, structural and limited mechanical and electrical drawings. It is assumed that no building plumbing design is needed. It is assumed for this proposal that Department will provide all required General and Supplementary Conditions and Bidding Information.
  - The structural scope is limited to providing foundations design for a modular trailer (or other similar manufactured living quarters designed by others) and a sprung tent like apparatus cover (designed by others). Reactions will be provided by the manufacturer to allow our team to design foundations.
  - Mechanical and plumbing within the modular to be provided by manufacturer. Our scope includes utility services to the point of connection only. For the Apparatus building power/data/lighting design is included as well as mechanical for a vehicle exhaust extraction (Plymovent) system.
  - Electrical design is limited to points of connection for power and data to the modular structures, Apparatus building as noted, site lighting and power for an electric gate operator.
2. Submit plans to City of Santee for Building Permit plan check and perform all required revisions to Construction Documents based on Building Department's plan check comments (Note: plan check and permit fees are not included).

### **TASK 4: BIDDING & CONSTRUCTION ADMINISTRATION**

1. Provide input for the pre-bid meeting and attend the pre-bid meeting and site visit.
2. Assist in responding to questions raised during the bidding process. Prepare Addenda as required to address bidding questions.

3. Attend the bid opening.
4. Assist in preparing the bidders analysis including checking the calculations in each bid.
5. Assist in reviewing and preparing a recommendation of the successful bidder.
6. Submit all Addenda and assist in obtaining approval from City to incorporate into the Permit Set. Attend and lead the project pre-construction meeting and construction kick-off meeting.
7. Attend Progress Construction Meetings as needed during the course of construction to observe the project and prepare site visit report (Assumes 8 site visits). Site visit shall include meeting with Contractor and District representative to review progress of construction, review pending RFI and Change Order information, and observe the construction to verify work is proceeding in accordance with Construction Documents.
8. Make One (1) additional site visit to perform Punchlist Inspection, and One (1) additional visit to perform Final Inspection. Punchlist Inspection will include a detailed listing of all items remaining to be completed by the Contractor. Final Inspection will certify that all work has been completed in accordance with Construction Documents.
9. Review construction submittals and address submittal clarification/substitution requests.
10. Respond in writing to any Contractor's Requests For Information (RFI's) during construction.
11. Issue drawing modifications or sketches as required to provide clarification.
12. Provide periodic as-built drawings review.
13. Assist in review of Contractor's monthly pay requests.

#### **TASK 5: ENVIRONMENTAL CONSULTING**

1. See attached for Helix Environmental Scope Of Services.

#### **ASSUMPTIONS & ADDITIONAL SERVICES**

The following items are not included in the proposed Scope of Services and may be provided as Additional Services only after written authorization is received. Unless a subsequent fixed fee proposal is provided, the work will be done on an hourly basis.

Additional Services not included in our basic scope of work include:

1. Mechanical or Plumbing Engineering for other than the Plymovent system in the Apparatus Bay structure.
2. Landscape Architecture services.
3. Fire Protection design and engineering (it is assumed that these will be deferred approval items provided by the contractor).
4. Photo-voltaic (PV) design and engineering.
5. Design or drawings for tree relocation, temporary irrigation, drainage, or detention systems.
6. Discretionary Permit, Use Permit, and/or Planning Package(s).
7. Grading Permit or separate Plan Package(s).
8. Preparing separate Construction Document packages for discretionary permits, alternate bid items, or project phasing.
9. Revisions to Contract Documents resulting from Owner requested changes to documents previously approved by the Owner, or due to code or zoning changes made subsequent to Owner approval.

10. Services required because of significant changes in the project (not due to the design team's acts or omissions) including, but not limited to, budget, size, quality, complexity, schedule, or the method for bidding and contracting for construction.
11. Processing change requests for Owner requested changes, and for unforeseen site conditions, after bid, including revisions to Contract Documents, processing approval of revisions through the Building Department, and Change Order negotiation.
12. Providing services in conjunction with implementing substitutions proposed by the Contractor and making subsequent revisions to Contract Documents resulting from such.
13. Providing "Special Inspection" services required by law or the Contract Documents.
14. Plan check and permit fees (if paid by the consultant) will be a reimbursable expense, charged at 1.1 times the Consultant's cost.
15. All delivery, printing, and reproduction costs will be a reimbursable expense, charged at 1.1 times the Consultant's cost.

We propose to provide the stated basic services for a fixed fee as noted below (hourly not to exceed for environmental consulting). Invoices will be submitted monthly for the work completed during the month, on any phase in accordance with Department Guidelines.

Task 1: Project Initiation	\$ 5,000.00
Task 2: Schematic Design	\$ 101,500.00
Task 3: Construction Documents	\$ 141,900.00
Task 4: Bidding & Construction Administration	\$ 93,600.00
Task 5: Environmental Consulting	\$ 120,000.00
<u>Reimbursable Expenses</u>	<u>\$ 5,000.00</u>
<b>TOTAL</b>	<b>\$467,000.00</b>

We appreciate the opportunity to present this proposal and are excited at the prospect of working with you on this project. We are available to meet at any time to review and discuss the proposed Scope of Services and fee proposal if desired. If you have any questions regarding this scope of work, please do not hesitate to contact me at (619) 504-0984.

Respectfully,



Jeff Katz  
Principal

HELIX Environmental Planning, Inc.  
7578 El Cajon Boulevard  
La Mesa, CA 91942  
619.462.1515 tel  
619.462.0552 fax  
[www.helixepi.com](http://www.helixepi.com)



February 16, 2026

Jeff Katz, Principal  
COAR Design Group  
9640 Granite Ridge Drive, Suite 130  
San Diego, CA 92123  
[jeff@coargroup.com](mailto:jeff@coargroup.com) | (707) 544-3920

**Subject: Letter Proposal/Agreement to Provide Environmental Consulting Services for the Santee Fire Station at Woodglen Vista Park Project**

Dear Mr. Katz:

HELIX Environmental Planning, Inc. (HELIX) is submitting this letter proposal/agreement (Agreement) to COAR Design Group (Client) to provide environmental consulting services for the Santee Fire Station at Woodglen Vista Park Project (Project) located in the City of Santee (City), San Diego County, California. HELIX understands that the Project involves construction of an approximately 13,000-square foot fire station within approximately 1.15 acres of the existing Woodglen Vista Park. The Project would be constructed in two phases, with initial opening of an interim station involving temporary living quarters and subsequent construction of a complete fire station facility.

## SCOPE OF SERVICES

This scope of services has been prepared to support the California Environmental Quality Act (CEQA) compliance process for the Project. Based on coordination with Client and City staff, it is assumed that an Initial Study (IS)/Mitigated Negative Declaration (MND) will be the appropriate CEQA document. If a different type of CEQA document is determined to be needed, a contract augment would be required.

**Task 1 Air Quality Report and Sustainable Santee Plan Checklist.** HELIX will prepare air quality and greenhouse gas (GHG) emissions technical analyses using information provided by Client. HELIX will quantify the Project's construction and operational criteria pollutant emissions using an approved methodology such as the California Emissions Estimator Model (CalEEMod). Maximum daily criteria pollutant emissions will be evaluated and compared to the San Diego Air Pollution Control District (SDAPCD) Air Quality Impact Analysis Trigger Levels. Exposure to toxic air contaminants, odors, and consistency with regional plans will be addressed qualitatively. In the event that emissions exceed thresholds, mitigation measures will be identified to reduce impacts. The results of this analysis will be provided in an air quality letter report. HELIX has assumed one round of minor revisions to the report based on comments provided by the City.

HELIX will evaluate the proposed Project's GHG emissions impacts via consistency with the City's Sustainable Santee Plan (SSP). All projects subject to discretionary approval are required to complete the SSP Consistency Checklist (approved December 2019). HELIX will assist Client in completing the checklist and providing an explanation of how the Project would implement the required SSP measures.

**Task 2 General Biological Survey and Biological Resources Letter Report.** HELIX will conduct a single site visit to map vegetation, perform a habitat assessment for sensitive species, and identify sensitive biological resources that may occur on the property and in the immediate vicinity. HELIX also will evaluate whether areas of the property would fall under the potential jurisdiction of the US Army Corps of Engineers, Regional Water Quality Control Board, and/or the California Department of Fish and Wildlife, although a detailed jurisdictional delineation would not be conducted as part of this task. Focused surveys for sensitive species are also not included in this task. Upon completion of the fieldwork, HELIX will prepare a vegetation map and a biological resources letter report to the standards of the City. The report will describe the survey methods employed, present the results of the fieldwork, assess the potential for additional sensitive resources to occur on the site, identify regulatory issues related to the resources on the site, calculate Project impacts (including fire clearing), and recommend potential mitigation measures per City requirements. The report will also address potential indirect effects of the Project, such as noise impacts on nesting birds during construction. It is assumed that Client will provide a site plan that includes grading, staging, access, and brush management areas for the Project. HELIX has assumed one round of minor revisions to the report based on comments provided by the City.

**Task 3 Cultural Resources Study.** HELIX will conduct a cultural resources study to the standards of the City, which will include the following: obtain a records search from the South Coastal Information Center; contact the Native American Heritage Commission (NAHC) for a Sacred Lands File search and list of Native American contacts; review historic maps and aerial photographs of the Project area; and conduct preliminary historic archival research to assess the potential for cultural resources. A HELIX archaeologist and a Native American monitor (subcontracted to HELIX) will conduct a field survey of the property. Upon completion of the survey, HELIX will prepare a cultural resources letter report, detailing the methods and results of the study, as well as providing recommendations for additional work, if needed.

The scope assumes the preparation of a negative technical letter report. It is also assumed that the existing Woodglen Vista Park is less than 50 years of age, and will not require recordation or evaluation as a resource. If archaeological or built environment resources are identified during the study, they must be recorded and may need additional research or testing to assess significance; the scope and cost of documentation, evaluation, and additional reporting would depend on the extent and nature of resources identified and would require a contract augment.

HELIX will submit an electronic copy of the draft letter report to Client and City for review. HELIX will revise the draft letter report based on a single set of comments provided by Client and City.

**Task 4 Noise Technical Report.** HELIX will prepare a Noise Technical Report to address the potential noise impacts associated with the Project. The report will address the noise issues identified in

Appendix G of the CEQA Guidelines. The analysis will identify the City General Plan and Municipal Code standards that pertain to the generation of noise.

HELIX will conduct a field inspection of the Project site, document and photograph surrounding developments and land features, and measure the current ambient noise at the Project site. Off-site noise will be estimated using existing and future traffic information and the appropriate traffic noise model. Traffic assumptions will be based on estimated Project-generated traffic volumes provided from the traffic information form, assumed to be prepared by City staff.

Compliance with the City Noise Ordinance will be addressed. Noise generated by the Project at adjacent property lines will be analyzed based on Client-supplied information related to planned heating ventilation and air conditioning (HVAC) systems, exhaust fans, and backup generators. Construction and demolition noise impacts to adjacent properties will also be calculated and analyzed based on City Noise Ordinance standards.

HELIX will summarize the results of the analysis in a noise technical report and provide an electronic copy to Client for submittal to the City. This scope of work assumes one revision to the report based on Client/City comments.

**Task 5 Tribal Consultation Support.** HELIX Cultural Resources Group staff will act as extension of staff to assist the City with government-to-government outreach and consultation under Assembly Bill (AB) 52. HELIX will draft notification letters to be sent on City letterhead to Tribes who have registered with the City requesting to be notified of projects. HELIX will field inquiries and requests for consultation and will facilitate meetings with Tribes who request them. This scope of work assumes that notification to no more than 20 Tribal contacts will be required and consultation notification letters will be sent via email, with no certified mail return receipts required. Attendance by a senior archaeologist or HELIX's Cultural Resources Group Manager at up to two virtual meetings with City staff and Tribal representatives is also included.

**Task 6 Draft IS/MND.** HELIX will prepare a Draft IS/MND in compliance with CEQA and the CEQA Guidelines in support of the Project. The Draft IS/MND will include a description of the Project, an IS checklist, and supporting figures. The IS checklist will include detailed discussions of environmental resources or issue areas that may be significantly affected by the Project, as well as measures to mitigate those impacts to less than significant levels, as applicable. In addition, brief explanations of why the Project would not result in significant effects on other issues will be provided.

It is anticipated that information in the IS checklist will be based on the technical studies prepared by HELIX under Tasks 1 through 4. Other issue areas will be discussed qualitatively based on publicly available sources of information; no additional technical reports or analyses prepared by HELIX are included in this scope of work.

HELIX will produce an electronic copy of an Administrative Draft IS/MND for City review. Upon incorporation of appropriate revisions (assumed to require no more than 16 hours of professional staff time and not require new or substantially revised analysis), HELIX will produce a Screencheck Draft version of the IS/MND for City review. Upon the City's approval of this print-ready PDF of the public review version of the IS/MND, HELIX will produce up to two printed

copies of the document to be available at the City's offices (if requested), as well as an electronic version for the City to post on their website.

HELIX will prepare the Notice of Intent (NOI) and the Environmental Document Transmittal Form. This scope assumes that HELIX will assist the City with public review requirements, including electronically submitting the required documents to the State Clearinghouse, submitting the NOI to Adopt a Mitigated Negative Declaration to the County Clerk, mailing the NOI to appropriate agencies (up to 30 mailings), and arranging for publication of the NOI in a local newspaper.

**Task 7 Final IS/MND.** HELIX will respond to substantive public comments received on the content of the Draft IS/MND during public review of the document. An introduction, responses to comments, revisions to the Draft IS/MND (as needed), technical appendices, and a Mitigation Monitoring and Reporting Program (MMRP) will be incorporated into the Final IS/MND. HELIX will submit a Screencheck Draft version of the Final IS/MND and revise once per City comments (assumed not to require new analysis).

HELIX will also prepare the Notice of Determination (NOD) for City approval and signature. Once approved, HELIX will file the NOD with the County Clerk (including payment of applicable fees) and submit the NOD to the State Clearinghouse. This scope assumes that City staff will prepare and HELIX will review the staff report and associated hearing materials for the Project. This task is anticipated to require a maximum of 52 hours of professional staff time.

**Task 8 Project Management and Meetings.** Management of the environmental review process will consist of formal and informal communication with the Project team and City staff. Communication will take the form of telephone conversations and e-mail. Other management responsibilities will include tracking budgets and reviewing schedule progress. Before submittal of all major deliverables, quality assurance reviews will be completed by senior staff.

For cost estimating purposes, it is assumed that environmental project management will average four hours per month of the HELIX Project Manager's time over twelve months. This scope also assumes HELIX's Project Manager will attend up to four virtual meetings with Client and/or City staff, assumed to be one hour each. Attendance at one public hearing is included in this scope of work. No specific presentation graphics are anticipated for any of the meetings.

**MEETING DATE**

March 11, 2026

**ITEM TITLE** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AWARDING THE CONSTRUCTION CONTRACT TO HAZARD CONSTRUCTION ENGR LLC FOR THE CITYWIDE PAVEMENT REPAIR AND REHABILITATION PROGRAM PHASE 2 2025 (CIP 2025-05) PROJECT AND DETERMINING THE PROJECT IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA") PER STATE CEQA GUIDELINES SECTION 15301(c)

**DIRECTOR/DEPARTMENT**

Carl Schmitz, Engineering



**SUMMARY**

This item requests City Council award the construction contract for the Citywide Pavement Repair and Rehabilitation Program Phase 2 2025 (CIP 2025-05) Project to Hazard Construction Engr LLC in the amount of \$1,848,332.47. This project will resurface portions of Cottonwood Avenue, Cuyamaca Street and Mast Boulevard. The attached project map and street list identifies the streets throughout the City which are to be resurfaced as part of this contract.

In compliance with the City's purchasing ordinance, Santee Municipal Code Section 3.24.100(E), City staff administered a formal bid process on February 6, 2026. On February 24, 2026, the City Clerk publicly opened and examined nine sealed bids. The bid submitted by Hazard Construction Engr LLC has been determined to be the lowest responsive and responsible bidder in the amount of \$1,848,332.47. The bid submitted by Hazard Construction Engr LLC is 30% lower than the Engineer's construction estimate of \$2,652,000.00.

Staff also requests authorization for the Director of Engineering/City Engineer to approve change orders in a total amount not to exceed \$462,083.00 (25% of the contract price) for unforeseen items and additional work associated with the Project. The low bid by Hazard Construction Engr LLC provided cost savings not only for the project streets but provides an opportunity to complete additional resurfacing work with favorable bid prices. Additional work could include the replacement of additional pedestrian ramps on Cuyamaca Street between River Park Drive to Mast Boulevard whose funding for resurfacing was approved at the February 11<sup>th</sup> midyear budget to be completed later this year. In addition, the extension of street resurfacing on Mast Boulevard from Magnolia Avenue to Grand Teton Way could be completed pending available change order budget which would complete all segments on Mast Boulevard previously identified by City Council as a priority street and was further discussed as a priority street segment at the February 11<sup>th</sup> City Council meeting. Completing this segment of Mast Boulevard in lieu of other priority street locations would have significant cost savings due to the proximity to existing resurfacing work included in the contract providing economy of scale and reduced contractor mobilization costs.

**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** *AB*

Funding for this project is provided by the General Fund, Transnet funds and Gas Tax-RMRA funds and is included in the adopted 2026-2030 Capital Improvement Program budget as part of the Pavement Repair and Rehabilitation Citywide project.

Design and Bidding	\$ 32,835.10
Construction Contract	1,848,332.47
Construction Change Orders	462,083.00
Construction Engineering/Management	60,000.00
Project Closeout	<u>1,000.00</u>
Total Anticipated Project Cost	<u>\$ 2,404,250.57</u>

**CITY ATTORNEY REVIEW**

N/A

Completed

**RECOMMENDATION** *wk*

Adopt the Resolution:

1. Awarding the construction contract for the Citywide Pavement Repair and Rehabilitation Program Phase 2 2025 (CIP 2025-05) Project to Hazard Construction Engr LLC for a total amount of \$1,848,332.47; and
2. Authorizing the City Manager to execute all necessary documents to execute 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 \$462,083.00; 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  
Project Map  
Street List

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AWARDING THE CONSTRUCTION CONTRACT TO HAZARD CONSTRUCTION ENGR LLC FOR THE CITYWIDE PAVEMENT REPAIR AND REHABILITATION PROGRAM PHASE 2 2025 (CIP 2025-05) PROJECT AND DETERMINING THE PROJECT IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”) PER STATE CEQA GUIDELINES SECTION 15301 (c)**

**WHEREAS**, on February 6, 2026, City staff administered a formal bid process in compliance with Santee Municipal Code Section 3.24.100; and

**WHEREAS**, the City Clerk, on February 24, 2026, publicly opened and examined sealed bids for the Citywide Pavement Repair and Rehabilitation Program Phase 2 2025 (CIP 2025-05) Project (“Project”); and

**WHEREAS**, the lowest received bid was submitted by Hazard Construction Engr LLC in the amount of \$1,848,332.47; and

**WHEREAS**, in accordance with Santee Municipal Code section 3.24.100(E), staff has determined that the bid submitted by Hazard Construction Engr. LLC conforms in all material respects to the requirements set forth in the invitation for bids; and

**WHEREAS**, Hazard Construction Engr LLC was found to be the lowest responsive and responsible bidder with their total bid amount of \$1,848,332.47; and

**WHEREAS**, staff recommends awarding the construction contract to Hazard Construction Engr. LLC in the amount of \$1,848,332.47; and

**WHEREAS**, staff requests authorization for the Director of Engineering/City Engineer to approve change orders in a total amount not to exceed \$462,083.00 for unforeseen items and additional work associated with the Project.

**WHEREAS**, Additional work could include the replacement of additional pedestrian ramps on Cuyamaca Street and/or the extension of street resurfacing on Mast Boulevard from Magnolia Avenue to Grand Teton Way, pending available change order budget.

**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 Pavement Repair and Rehabilitation Program Phase 2 2025 (CIP 2025-05) Project is awarded to Hazard Construction Engr LLC as the lowest responsive and responsible bidder in the amount of \$1,848,332.47 and the City Manager is authorized to execute all necessary documents to execute 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 \$462,083.00 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 11<sup>th</sup> day of March 2026, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

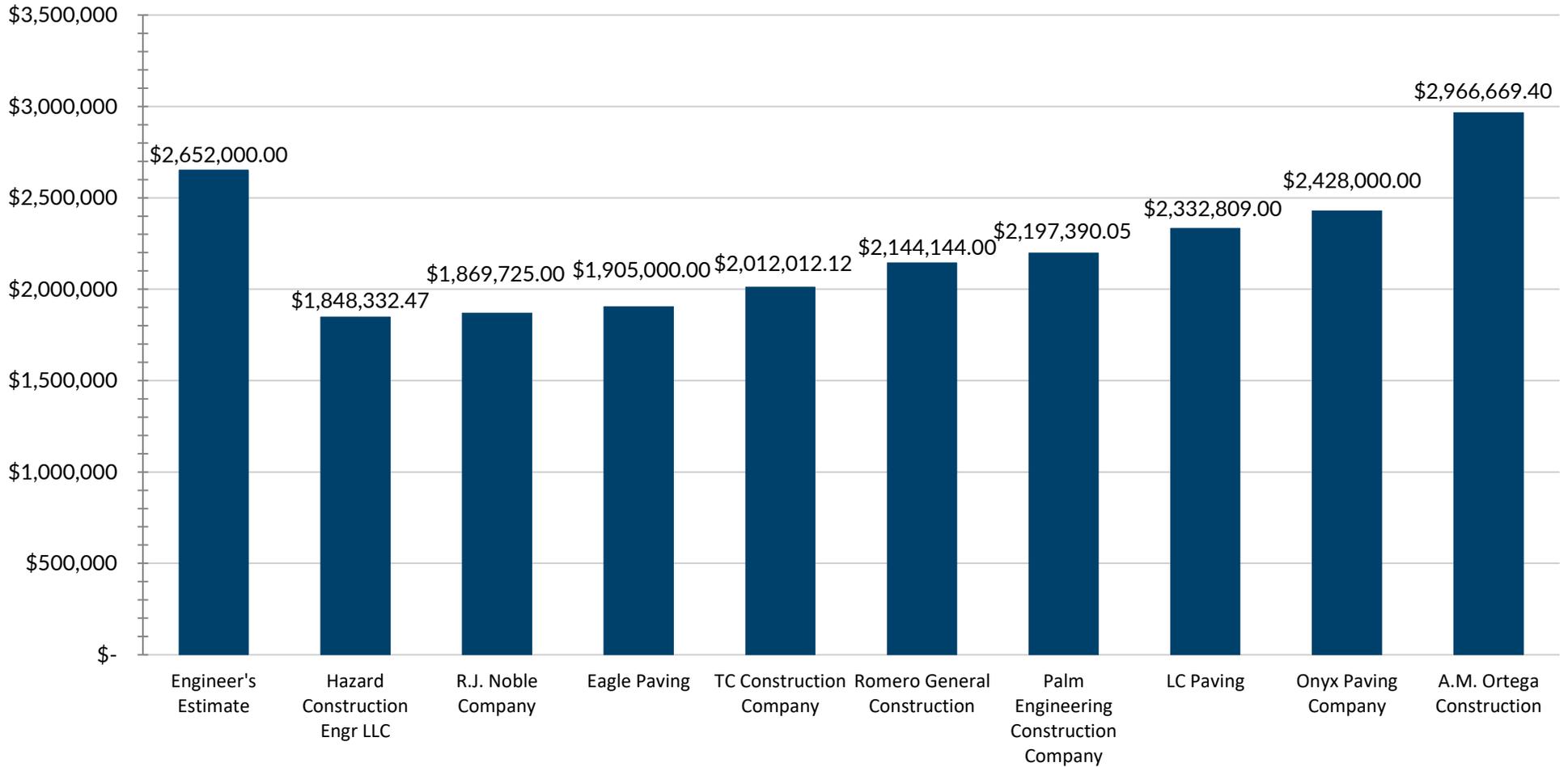
**APPROVED:**

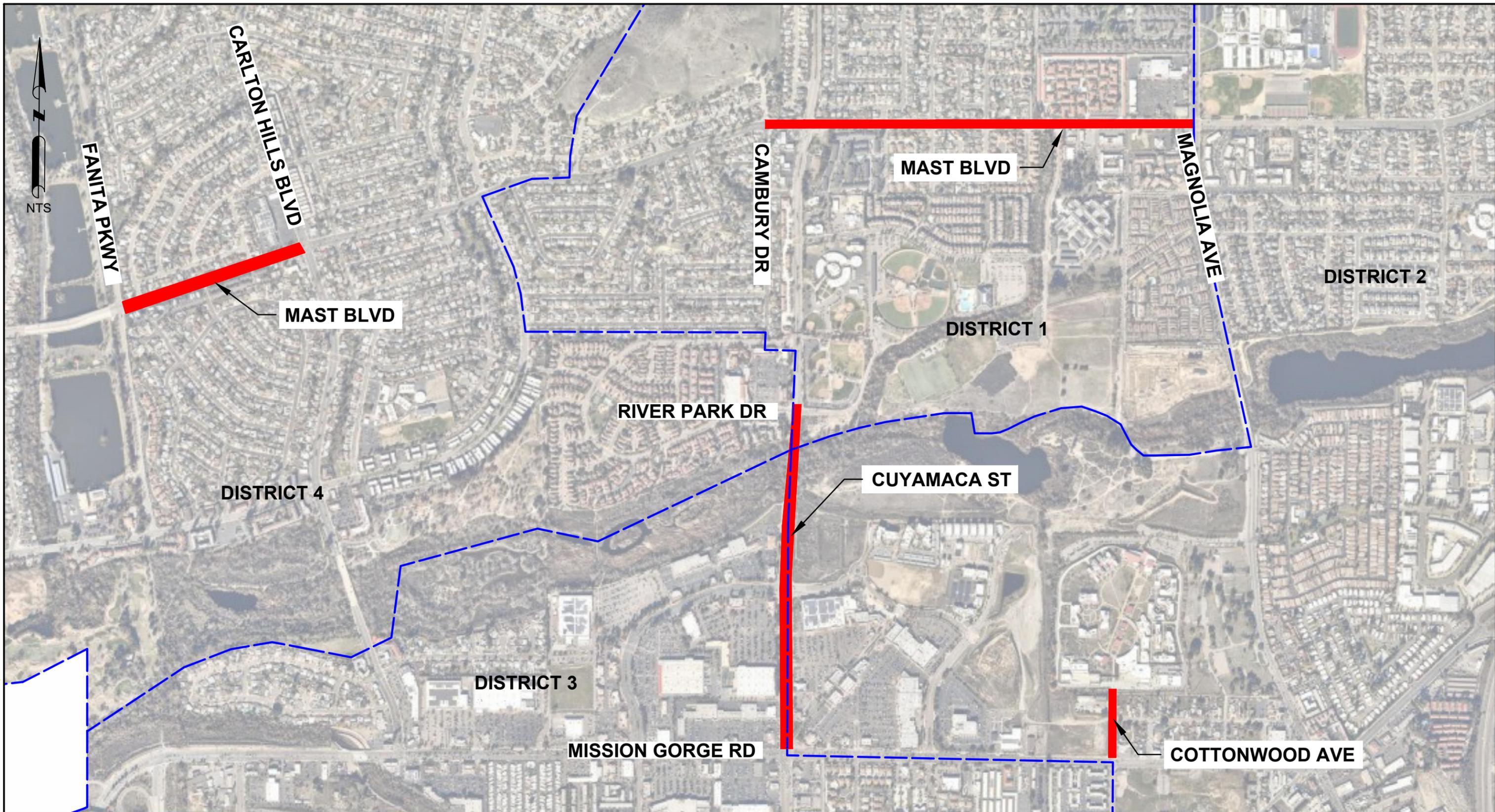
\_\_\_\_\_  
**JOHN W. MINTO, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**JAMES JEFFRIES, CITY CLERK**

# CITYWIDE PAVEMENT REPAIR AND REHABILITATION PROGRAM PHASE 2 2025 CIP 2025-05







**Citywide Pavement Repair and Rehabilitation Program Phase 2 2025  
CIP 2025-05**

**1/21/2026**

<b>Street Name</b>	<b>From Street</b>	<b>To Street</b>
<b>Majors</b>		
Cottonwood Ave	Mission Gorge Rd	North End
Cuyamaca St	Mission Gorge Rd	River Park Dr
Mast Blvd	Cambury Dr	Magnolia Ave
Mast Blvd	Carlton Hills Blvd	Fanita Parkway