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**City of Santee
Regular Meeting Agenda**

**Santee City Council
CDC Successor Agency
Santee Public Financing Authority**

**Council Chamber – Building 2
10601 Magnolia Avenue
Santee, CA 92071**

**February 12, 2014
7:00 PM**

ROLL CALL: Mayor Randy Voepel
Vice Mayor Rob McNelis
Council Members Jack Dale, John W. Minto, and John Ryan

LEGISLATIVE INVOCATION \ PLEDGE OF ALLEGIANCE:

PROCLAMATION: [Santee Lakes Recreation Preserve](#)

PRESENTATION: [Certificate of Appreciation: Jersey Mike's Subs](#)

ITEMS TO BE ADDED, DELETED OR RE-ORDERED ON AGENDA:

1. CONSENT CALENDAR:

Consent Calendar items are considered routine and will be approved by one motion, with no separate discussion prior to voting. Council Members, staff or public may request specific items be removed from the Consent Calendar for separate discussion or action. Speaker slips for this category must be presented to the City Clerk before the meeting is called to order. Speakers are limited to 3 minutes.

- (A) Approval of reading by title only and waiver of reading in full of Ordinances on agenda.**
- (B) Approval of Meeting Minutes:**
 - [Santee City Council 1-22-14 Regular Meeting](#)
 - [CDC Successor Agency 1-22-14 Regular Meeting](#)
 - [Public Financing Authority 1-22-14 Regular Meeting](#)
- (C) Approval of Payment of Demands as presented.**

- (D) Authorization of the expenditure of \$9,192 in reallocated State Homeland Security Grant funds in accordance with all program requirements.
- (E) Rejection of a claim against the City by Lauren Sandoval per Government Code Section 913.
- (F) Authorization for the Director of Development Services to execute additional change orders to the streetlight maintenance contract with CTE, Inc. in an amount not to exceed \$37,110.40.

2. PUBLIC HEARINGS:

- (A) Public Hearing to assess community development needs and to solicit proposals for Program Year 2014 Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) funding consistent with the consolidated plan.

Recommendation:

Open the public hearing, receive public testimony and continue the public hearing to February 26, 2014.

3. ORDINANCES (First Reading): None

4. CITY COUNCIL ITEMS AND REPORTS:

- (A) Appointment of Member to the Santee Park and Recreation Committee (SPARC).

Recommendation:

Confirm Mayor Voepel's recommendation to be presented at the meeting.

5. CONTINUED BUSINESS: None

6. NEW BUSINESS: None

7. COMMUNICATION FROM THE PUBLIC:

Each person 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.

8. CITY MANAGER REPORTS:

9. CDC SUCCESSOR AGENCY:
(Note: Minutes appear as Item 1B)

10. SANTEE PUBLIC FINANCING AUTHORITY:
(Note: Minutes appear as Item 1B)

11. CITY ATTORNEY REPORTS:

12. CLOSED SESSION:

- (A) CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
(Gov. Code section 54956.8)
Property: Assessor Parcel Number 381-050-66
Agency Negotiator: City Manager
Negotiating Parties: County of San Diego, Ryan Companies US, Inc.,
and City of Santee
Under Negotiation: Price and Terms of Payment
- (B) CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**
(Gov. Code section 54956.9(d)(2))
Significant exposure to litigation: One case
- (C) CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**
(Gov. Code section 54956.9(d)(4))
Initiation of litigation: One case
- (D) PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
(Gov. Code section 54957)
Title: City Manager

13. ADJOURNMENT:

February & March Meetings

| | | | |
|-----|----|---------------------------------------------|-------------------|
| Feb | 06 | Santee Park & Recreation Committee | Bldg. 6 Conf. Rm. |
| Feb | 10 | Community Oriented Policing Committee | Council Chamber |
| Feb | 12 | City Council Meeting | Council Chamber |
| Feb | 26 | City Council Meeting | Council Chamber |
| | | | |
| Mar | 06 | Santee Park & Recreation Committee | Bldg. 6 Conf. Rm. |
| Mar | 10 | Community Oriented Policing Committee | Council Chamber |
| Mar | 12 | City Council Meeting | Council Chamber |
| Mar | 20 | Manufactured Home Fair Practices Commission | Council Chamber |
| Mar | 26 | City Council Meeting | Council Chamber |

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

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

The City of Santee complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the American with Disabilities Act of 1990. 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. 112 at least 48 hours before the meeting, if possible.

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|
| State of California } County of San Diego } City of Santee } | <h3 style="margin: 0;">AFFIDAVIT OF POSTING AGENDA</h3> |
| I, <u>Patsy Bell, CMC, City Clerk</u> of the City of Santee, hereby declare, under penalty of perjury, that a copy of this Agenda was posted in accordance with Resolution 61-2003 on <u>February 7, 2014</u> at <u>4:30 p.m.</u> | |
| _____ Signature | _____ Date |

City of Santee
COUNCIL AGENDA STATEMENT

PROC

MEETING DATE February 12, 2014

AGENDA ITEM NO.

ITEM TITLE PROCLAMATION: SANTEE LAKES RECREATION PRESERVE

DIRECTOR/DEPARTMENT Rob McNelis, Vice Mayor

SUMMARY

The Santee Lakes Recreation Preserve water park of the Padre Dam Municipal Water District has earned two national awards from the National Association of RV Parks and Campgrounds (ARVC). The ARVC represents the interests of private recreational vehicle parks and campgrounds in the nation. The ARVC presented its "Large Park of the Year" and "Plan-It Green" awards at its annual conference on November 7, 2013 to the Santee Lakes Recreation Preserve.

More than 600,000 visitors enjoy the 191-acre park annually. The park is self-sustaining, operated from user fees, grants, awards and collaborations with community groups and organization partnerships.

A proclamation has been prepared highlighting these accomplishments and will be presented to Johnathan Skinner, Santee Lakes' parks and recreation director.

FINANCIAL STATEMENT N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION ✓ Present proclamation to Johnathan Skinner.

ATTACHMENTS (Listed Below)

Proclamation.

City of Santee, California

Proclamation

WHEREAS, the Santee Lakes Recreation Preserve water park of the Padre Dam Municipal Water District recently earned two awards from the National Association of RV Parks and Campgrounds (ARVC); and

WHEREAS, the preserve was created in 1961 to clean Santee's wastewater and to send treated water from the Water Recycling Facility back into the community for landscape irrigation. The process also keeps polluted water from running into the Pacific Ocean; and

WHEREAS, the park now offers camping, fishing, boating, special events playgrounds and trails enjoyed by more than 600,000 visitors annually; and

WHEREAS, among other requirements, the ARVC Large Park award recognizes the Santee recreational area for its website design, marketing plan, operations and management skills; and

WHEREAS, the Plan-It Green Award was won for five years of work that made the park environmentally friendly with the addition of a photovoltaic solar RV storage project, using recycled water throughout the lakes and performing planting projects and programs with community groups.

NOW, THEREFORE, I, Rob McNelis, Vice Mayor of the City of Santee, on behalf of the City Council do hereby proclaim that

"SANTEE LAKES RECREATION PRESERVE"

receive due recognition for earning "Best Campground in the Nation" and "Plan-It Green" awards for its outstanding operation.

IN WITNESS WHEREOF, I have hereunto set my hand this twelfth day of February, two thousand fourteen, and have caused the Official Seal of the City of Santee to be affixed.



Vice Mayor Rob McNelis

City of Santee
COUNCIL AGENDA STATEMENT

CERT

MEETING DATE February 12, 2014

AGENDA ITEM NO.

ITEM TITLE CERTIFICATE OF APPRECIATION: JERSEY MIKE'S SUBS

DIRECTOR/DEPARTMENT Rob McNelis, Vice Mayor

SUMMARY

"Giving...Making a Difference in Someone's Life" is Jersey Mike's mission statement. Since 2010, locations throughout the country have raised almost \$7 million for worthy local charities and distributed more than 500,000 free sub sandwiches to help numerous causes.

Jersey Mike's Subs officially opened its doors in Santee on November 13, 2013. Franchise owner Ray Ibrahim held a grand opening and free sub fundraiser from Wednesday, November 13 to Sunday, November 17 to support the Santee School District Foundation.

Ibrahim exemplifies Jersey Mike's quest for excellence as it selects franchise owners who share the company's commitment to quality products and exceptional customer service and who are dedicated to giving back to the local community.

The new restaurant circulated 12,500 coupons throughout the community offering a free regular sub for a minimum \$1 contribution to the Santee School District Foundation. As a result of this promotion, Jersey Mike's was able to present a check for \$2,372 to the Foundation. A certificate of appreciation has been prepared in honor of Jersey Mike's generous donation supporting Santee's youth and their activities in the community.

FINANCIAL STATEMENT N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION Present certificate to Jersey Mike's.

ATTACHMENTS (Listed Below)

Certificate of Appreciation.

City of Santee Certificate of Appreciation

Presented to

JERSEY MIKE'S SUBS

For outstanding community support
donating \$2,372 from opening day sales to the
Santee School District Foundation.

Vice Mayor Rob McPelis

February 12, 2014



City of Santee
COUNCIL AGENDA STATEMENT

1B

MEETING DATE February 12, 2014

AGENDA ITEM NO.

ITEM TITLE APPROVAL OF MEETING MINUTES: SANTEE CITY COUNCIL,
CDC SUCCESSOR AGENCY AND SANTEE PUBLIC FINANCING
AUTHORITY REGULAR MEETING OF JANUARY 22, 2014

DIRECTOR/DEPARTMENT Patsy Bell, CMC, City Clerk

70

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 (Listed Below)

January 22, 2014 Minutes

Minutes

**Santee City Council
CDC Successor Agency
Santee Public Financing Authority**

Draft

**Council Chambers
10601 Magnolia Avenue
Santee, California**

January 22, 2014

This Regular Meeting of the Santee City Council, the CDC Successor Agency, and the Santee Public Financing Authority was called to order by Mayor/Chair Randy Voepel at 7:07 p.m.

Council Members present were: Mayor/Chair Randy Voepel; Vice Mayor/Vice Chair Rob McNelis; and Council/Authority Members Jack E. Dale, John W. Minto, and John Ryan.

Staff present were: City Manager/Authority Secretary Keith Till, City/Authority Attorney Shawn Hagerty, Deputy City Manager/Director of Development Services Pedro Orso-Delgado, Director of Planning Melanie Kush, Assistant to the City Manager Kathy Valverde, City Clerk Patsy Bell, Office Aide Mary Ann Bennett and Office Aide Alicia Clark.

(Note: Hereinafter the titles Mayor, Vice Mayor, Council Member, City Manager, and City Attorney shall be used to indicate Mayor/Chair, Vice Mayor/Vice Chair, Council/Authority Member, City Manager/Authority Secretary, and City/Authority Attorney)

LEGISLATIVE INVOCATION: Mayor Randy Voepel

**PLEDGE OF ALLEGIANCE: John Olsen, Santee Chamber of Commerce
President and CEO**

PROCLAMATION: Santee Health Awareness Month

Council Member Minto presented the Proclamation to Steve Lauria, Executive Director of the California Health Network. Steven Bartholow, President of the Board, Santee Health Network, referred citizens to Santee Patch for more information about the group and events.

ITEMS TO BE ADDED, DELETED OR RE-ORDERED ON AGENDA:

Mayor Voepel requested that Item 6(A) be re-ordered to be heard concurrently with Item 6(B).

1. CONSENT CALENDAR:

- (A) Approval of reading by title only and waiver of reading in full of Ordinances on agenda.**
- (B) Approval of Meeting Minutes:**
 - **Santee City Council 1-8-14 Regular Meeting**
 - **CDC Successor Agency 1-8-14 Regular Meeting**
 - **Public Financing Authority 1-8-14 Regular Meeting**
- (C) Approval of Payment of Demands as presented.**
- (D) Approval of the expenditure of \$84,103.28 for December 2013 legal services and related costs.**
- (E) Approval of an agreement for professional services between the City of Santee and Fireworks and Stage FX America in an amount not to exceed \$22,500 for the July 4, 2014 display; and authorization for the City Manager to execute the agreement and up to three optional one-year extensions at a cost not to exceed \$22,500 plus any additional amount tied to the annual San Diego Consumer Price Index.**
- (F) Adoption of a Resolution authorizing the Director of Development Services to execute a Program Supplement Agreement with the State of California for the Federal Highway Safety Improvement Program (HSIP) grant funds for the Citywide Sign Upgrade project and direction to file a Notice of Exemption with the San Diego County Clerk's Office. (Reso 04-2014)**

ACTION: On motion of Mayor Voepel, seconded by Vice Mayor McNelis, the Agenda and Consent Calendar were approved as amended with all voting aye.

2. PUBLIC HEARINGS: None

3. ORDINANCES (First Reading): None

4. CITY COUNCIL ITEMS:

(A) Annual presentation of Local Appointments List – Boards, Commissions & Committees.

Mayor Voepel noted that there are four committees on which the Council Members sit that the Representative position receives a stipend. Therefore, those appointments need to be approved separately with the City Representative abstaining from that vote. The following actions took place:

ACTION: Vice Mayor McNelis left the dais. On motion of Council Member Minto, seconded by Council Member Ryan, Vice Mayor McNelis was re-appointed as Representative and Council Member Ryan as the Alternate on the Heartland Fire Training Facility Authority Commission with all voting aye, except Vice Mayor McNelis who abstained. Vice Mayor McNelis returned to the dais.

ACTION: Council Member Minto left the dais. On motion of Vice Mayor McNelis, seconded by Council Member Ryan, Council Member Minto was re-appointed as the Representative and Vice Mayor McNelis as Alternate to the Metropolitan Transit Services Committee with all voting aye, except Council Member Minto who abstained. Council Member Minto returned to the dais.

ACTION: Council Member Dale left the dais. On motion of Vice Mayor McNelis, seconded by Council Member Ryan, Council Member Dale was re-appointed as the Representative, Council Member Minto as the First Alternate and Vice Mayor McNelis as the Second Alternate to the San Diego Association of Governments Board (SANDAG) with all voting aye, except Council Member Dale who abstained. Council Member Dale returned to the dais.

Mayor Voepel asked Vice Mayor McNelis to conduct the next portion of this item and left the dais.

ACTION: On motion of Council Member Minto, seconded by Council Member Ryan, Mayor Voepel was re-appointed as the Representative and Council Member Minto as the Alternate to the Heartland Communications Facility Commission with all voting aye, except Mayor Voepel who abstained.

Mayor Voepel returned to the dais.

ACTION: On motion of Mayor Voepel, seconded by Vice Mayor McNelis, the continuance of all remaining positions, standing groups, alternates, and representation as listed in the staff report were reaffirmed with all voting aye.

4. CITY COUNCIL REPORTS:

Council Member Minto reported that a countywide review of taxi cab regulations is being conducted and information will be sent to the City once completed.

Mayor Voepel commented on the American Lung Association's 2014 report on tobacco control policies that was recently issued.

5. CONTINUED BUSINESS: None

The following items were heard concurrently:

6. NEW BUSINESS:

- (A) **Resolution authorizing execution of a professional services agreement with Atkins North America, Inc. to develop the Sustainable Santee Action Plan. (Reso 05-2014)**
- (B) **Resolution approving the application for grant funds for the Sustainable Communities Planning Grant and Incentives Program under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006. (Proposition 84) (Reso 06-2014)**

Planning Director Kush introduced the items and Associate Planner John O'Donnell presented the staff report utilizing a PowerPoint presentation. Planning Director Kush and Associate Planner O'Donnell, along with Cheryl Laskowski from Atkins North America, Inc., answered Council's questions.

ACTION: On motion of Council Member Dale, seconded by Council Member Minto, the Resolution authorizing the City Manager to execute a professional services agreement with Atkins North America, Inc. in an amount not to exceed \$106,400 and accelerating the Fiscal Year 2014-15 appropriation of \$26,400 to Fiscal Year 2013-14; and the Resolution authorizing the submittal of an application for a grant under the Sustainable Communities Planning Grant and Incentives Program and allowing the City Manager to execute a grant agreement with the State of California were adopted with all voting aye.

7. COMMUNICATION FROM THE PUBLIC:

- (A) Robert Germann provided an air quality report and expressed his objection to the expansion and continued operation of Gillespie Field airport.

Draft

(B) Bob Strangman and Kuuipo Aloha Lawler introduced themselves and spoke of their plans to open a brewery, Pacific Islander Brewing/Pacific Islander Beer Company, in the city.

8. **CITY MANAGER REPORTS:** None

9. **CDC SUCCESSOR AGENCY:**
(Note: Minutes appear as Item 1B)

10. **SANTEE PUBLIC FINANCING AUTHORITY:**
(Note: Minutes appear as Item 1B)

11. **CITY ATTORNEY REPORTS:** None

12. **CLOSED SESSION:** None

13. **ADJOURNMENT:**
There being no further business, the meeting was adjourned at 7:56 p.m.

Date Approved:

Patsy Bell, City Clerk and for
Authority Secretary Keith Till

City of Santee
COUNCIL AGENDA STATEMENT

1C

MEETING DATE February 12, 2014

AGENDA ITEM NO.

ITEM TITLE PAYMENT OF DEMANDS

DIRECTOR/DEPARTMENT Tim K. McDermott/Finance *TM*

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 *TM*

Adequate budgeted funds are available for the payment of demands per the attached listing.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *KL*

Approval of the payment of demands as presented.

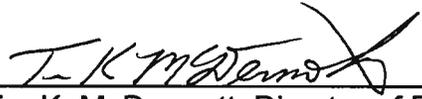
ATTACHMENTS (Listed Below)

- 1) Payment of Demands-Summary of Checks Issued
- 2) Disbursement Journal

Payment of Demands
Summary of Payments Issued

| <u>Date</u> | <u>Description</u> | <u>Amount</u> |
|-------------|--------------------|------------------------|
| 01/13/14 | Accounts Payable | \$ 85,567.44 |
| 01/15/14 | Accounts Payable | 16,112.28 |
| 01/15/14 | Accounts Payable | 1,139,327.38 |
| 01/16/14 | Accounts Payable | 19,420.08 |
| 01/23/14 | Accounts Payable | 176,122.52 |
| 01/23/14 | Accounts Payable | 165,930.20 |
| 01/23/14 | Payroll | 281,644.00 |
| 01/24/14 | Accounts Payable | 1,634,884.11 |
| 01/27/14 | Accounts Payable | 83,621.26 |
| 01/29/14 | Accounts Payable | <u>388,388.20</u> |
| | TOTAL | <u>\$ 3,991,017.47</u> |

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.



Tim K. McDermott, Director of Finance

Bank code : ubqen

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|---------------|----------------------|------|----------------------------|----------|
| 104497 | 1/15/2014 | 10001 US BANK | 00000001 | | LUNCH - ENGR & PSD | 71.00 |
| | | | 00025 | | MEETING SUPPLIES | 15.80 |
| | | | 0095359 | | FD BADGE | 183.15 |
| | | | 0095360 | | FD BADGE | 187.05 |
| | | | 0099138 | | FD BADGE | 181.85 |
| | | | 0099138-CR | | CREDIT ON ACCOUNT | -15.60 |
| | | | 0441018706298647 | | TABLE COVERS | 29.15 |
| | | | 0572438 | | DRILL BIT & WIRING CLAMPS | 57.60 |
| | | | 0583348853957601 | | REFRESHMENTS | 53.00 |
| | | | 077254 | | MEETING SUPPLIES | 32.76 |
| | | | 095376 | | PREPAID CAR WASH COUPONS | 500.00 |
| | | | 101189 | | EMPLOYEE SOCIAL | 26.35 |
| | | | 104885 | | MEETING SUPPLIES | 54.31 |
| | | | 106 | | MEETING SUPPLIES | 21.58 |
| | | | 113-2704542-7335440 | | ETHERNET MEDIA CONVERTER | 84.23 |
| | | | 115-6144451-0431438A | | FITNESS EQUIPMENT | 194.38 |
| | | | 115-6144451-0431438B | | FITNESS EQUIPMENT | 470.24 |
| | | | 115-6144451-0431438C | | FITNESS EQUIPMENT | 401.66 |
| | | | 115-6144451-0431438D | | FITNESS EQUIPMENT | 128.59 |
| | | | 115-6144451-0431438E | | FITNESS EQUIPMENT | 139.80 |
| | | | 115-6144451-0431438F | | FITNESS EQUIPMENT | 79.98 |
| | | | 116-3110237-2043429 | | BOOKS -2 | 21.60 |
| | | | 116-6265197-9506642 | | BOOK SWITCH | 9.42 |
| | | | 11786 | | MATERIALS FOR CITY HALL | 97.42 |
| | | | 1183227 | | NFPA STANDARD 1851 & 1977 | 150.16 |
| | | | 1190 | | SENIOR EVENT | 14.79 |
| | | | 12/16/13 | | LUNCH FOR O/B RATERS | 42.78 |
| | | | 12/17/13 | | LUNCH - ORAL BOARD RATERS | 32.06 |
| | | | 12/18/13 | | SNACKS - ORAL BOARD RATERS | 8.97 |
| | | | 12/18/13 | | LUNCH - ORAL BOARD RATERS | 97.79 |
| | | | 12102013 | | MEETING SUPPLIES | 17.51 |
| | | | 12131019 | | SERVICE AWARDS | 1,165.59 |
| | | | 121813 | | 2013 TAX FORMS | 321.46 |
| | | | 1513651A | | REC CLASS BROCHURES | 1,525.20 |
| | | | 1513651B | | REC CLASS BROCHURES | 481.11 |
| | | | 188469 | | EMPLOYEE HOLIDAY LUNCH | 18.90 |

Bank code : ubgen

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|---------------|-------------|------|--------------------------|----------|
| 104497 | 1/15/2014 | 10001 US BANK | (Continued) | | | |
| | | | 188472 | | TEEN CENTER SUPPLIES | 157.80 |
| | | | 196206 | | MATERIALS & SUPPLIES | 95.28 |
| | | | 196208 | | MATERIALS & SUPPLIES | 45.85 |
| | | | 2110278 | | GLOVES | 97.10 |
| | | | 2192069 | | EMPLOYEE APPRECIATION | 77.00 |
| | | | 22273 | | HONDA GENERATOR | 2,046.60 |
| | | | 2571182 | | LUMBER | 513.49 |
| | | | 2688 | | EMPLOYEE SOCIAL | 732.53 |
| | | | 2747058 | | GFOA TRAINING | 333.00 |
| | | | 3628568 | | JOB LISTING | 281.00 |
| | | | 41353 | | RECREATION SUPPLIES | 15.31 |
| | | | 4310724-00 | | HP PLOTTER PAPER | 294.73 |
| | | | 456985 | | GENERAL EVENT SUPPLIES | 19.25 |
| | | | 47220 | | APWA LUNCHEON | 15.00 |
| | | | 6003438Y | | NFPA STANDARD DOCUMENT | 36.45 |
| | | | 6186147 | | PRINTING SUPPLIES | 77.85 |
| | | | 6189779 | | CAFR PRINT SUPPLIES | 14.55 |
| | | | 6557 | | DISPUTED CHARGE | 5.00 |
| | | | 7109381757 | | OFFICE SUPPLIES | 125.04 |
| | | | 79056 | | PARKS SUPPLIES | 28.02 |
| | | | 83894 | | TOOLS & SUPPLIES | 22.00 |
| | | | 84348 | | PARKS SUPPLIES | 40.04 |
| | | | 8551 | | MEETING SUPPLIES | 3.99 |
| | | | 85590 | | MISCELLANEOUS SUPPLIES | 238.42 |
| | | | 8603-4 | | PAINT SUPPLIES | 94.23 |
| | | | 8831-41 | | VENT COVERS | 40.93 |
| | | | 8831-42 | | VENT COVER | 36.61 |
| | | | 9004225 | | FITNESS EQUIPMENT | 1,900.21 |
| | | | 9126362847 | | RESPIRATORS | 335.98 |
| | | | 94552 | | MATERIALS & SUPPLIES | 44.39 |
| | | | 9615 | | CALFEST CONFERENCE | 675.00 |
| | | | CAS165168 | | MISCELLANEOUS SUPPLIES | 32.23 |
| | | | CEO71499 | | SECURITY ALARM PART | 98.82 |
| | | | IN-6378 | | CUTTING CHARGE | 100.00 |
| | | | JAN2014 | | 2014 CAPPO CONFERENCE | 199.00 |
| | | | R61921 | | PROFESSIONAL DEVELOPMENT | 199.00 |

Voucher List
CITY OF SANTEE

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|-------------------------|-----------|---------------|-----------------------------------------------------------|------|--------------------------------------------|-------------------------|
| 104497 | 1/15/2014 | 10001 US BANK | (Continued) TH-10000627 W205594701015 W241423974 | | BOLLARD COVERS CERTIFICATES TOOL BOX | 66.00 32.98 39.96 |
| Total : | | | | | | 16,112.28 |
| Bank total : | | | | | | 16,112.28 |
| Total vouchers : | | | | | | 16,112.28 |

1 Vouchers for bank code : ubgen

1 Vouchers in this report

Prepared by: 
Date: 1/15/14

Approved by: 
Date: 1-15-14

| Bank code : | ubgen | | | Invoice | PO # | Description/Account | Amount |
|-------------|-----------|-------------------------------------|--|--------------------|-------|----------------------------|------------------|
| Voucher | Date | Vendor | | | | | |
| 104498 | 1/15/2014 | 10293 AUTO ZONE INC | | 3347767567 | 50367 | VEHICLE SUPPLIES | 8.20 |
| | | | | | | Total : | 8.20 |
| 104499 | 1/15/2014 | 10017 BAY CITY ELECTRIC WORKS | | W119489 | 50592 | STATIONARY GENERATOR SVC | 183.00 |
| | | | | | | Total : | 183.00 |
| 104500 | 1/15/2014 | 10021 BOUND TREE MEDICAL LLC | | 81289239 | 50586 | EMS SUPPLIES | 64.36 |
| | | | | 81289240 | 50586 | EMS SUPPLIES | 1,277.64 |
| | | | | 81289241 | 50586 | EMS SUPPLIES | 95.58 |
| | | | | 81289242 | 50586 | EMS SUPPLIES | 659.91 |
| | | | | 81290837 | 50586 | EMS SUPPLIES | 18.14 |
| | | | | 81292139 | 50586 | EMS SUPPLIES | 87.12 |
| | | | | 81294578 | 50586 | EMS SUPPLIES | 63.28 |
| | | | | 81294579 | 50586 | EMS SUPPLIES | 63.28 |
| | | | | CM 70184874 | 50586 | CR - EMS SUPPLIES RETURNED | -61.13 |
| | | | | | | Total : | 2,268.18 |
| 104501 | 1/15/2014 | 10668 CALIFORNIA BUILDING STANDARDS | | OCT-DEC 2013 | | SB 1473 OCT - DEC 2013 | 261.90 |
| | | | | | | Total : | 261.90 |
| 104502 | 1/15/2014 | 10544 CALIFORNIA CITY MANAGEMENT | | 02062014 | | CONFERENCE EVENT | 65.00 |
| | | | | | | Total : | 65.00 |
| 104503 | 1/15/2014 | 10299 CARQUEST AUTO PARTS | | 11102-313821 | 50371 | SHOP SUPPLIES | 19.77 |
| | | | | 11102-313824 | 50371 | VEHICLE SUPPLIES | 36.47 |
| | | | | | | Total : | 56.24 |
| 104504 | 1/15/2014 | 11190 CDCE INC | | 127179 | 50608 | MDC EQUIPMENT | 1,933.40 |
| | | | | | | Total : | 1,933.40 |
| 104505 | 1/15/2014 | 10050 CITY OF EL CAJON | | 0000012232 | | HFTA FEES - 2ND QUARTER | 13,531.00 |
| | | | | | | Total : | 13,531.00 |
| 104506 | 1/15/2014 | 10040 COUNTYWIDE MECHANICAL SYS INC | | 13065694 | 50528 | PLUMBING REPAIRS | 198.99 |
| | | | | | | Total : | 198.99 |
| 104507 | 1/15/2014 | 10333 COX COMMUNICATIONS | | 501 3110 094486701 | | GROUP BILL | 2,793.14 |

Voucher List
CITY OF SANTEE

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|--------|------------------------------|-------|--------------------------|-----------|
| 104507 | 1/15/2014 | 10333 | 10333 COX COMMUNICATIONS | | | |
| | | | (Continued) | | | |
| 104508 | 1/15/2014 | 10433 | DEPARTMENT OF CONSERVATION | | SMIP OCT - DEC 2013 | 2,793.14 |
| | | | | | | 543.48 |
| | | | | | | 543.48 |
| 104509 | 1/15/2014 | 10955 | DEPARTMENT OF THE TREASURY | | FEDERAL WITHHOLDING TAX | 41.95 |
| | | | PPE 12/30/13 TY | | | 41.95 |
| 104510 | 1/15/2014 | 10250 | EAST COUNTY CALIFORNIAN | | PUBLICATION OF ORDINANCE | 360.50 |
| | | | 20100931 | | PH NOTICE EIR - WALMART | 231.00 |
| | | | 22924 | | | 591.50 |
| 104511 | 1/15/2014 | 10053 | EL CAJON PLUMBING & HEATING | | PLUMBING SUPPLIES | 186.01 |
| | | | 262701 | 50449 | | 186.01 |
| 104512 | 1/15/2014 | 10057 | ESGIL CORPORATION | | SHARE OF FEES | 8,471.00 |
| | | | 11/4/13-11/8/13 | | SHARE OF FEES | 8,134.13 |
| | | | 12/30/13-1/3/14 | | SHARE OF FEES | 11,194.16 |
| | | | 12/8/13-12/13/13 | | 2013 TITLE 24 CODE BOOKS | 1,190.20 |
| | | | 120613ST | | | 28,989.49 |
| 104513 | 1/15/2014 | 10856 | E-W TRUCK & EQUIPMENT CO INC | | OPACITY TESTING | 60.00 |
| | | | 48043 | 50373 | OPACITY TESTING | 60.00 |
| | | | 48044 | 50373 | OPACITY TESTING | 60.00 |
| | | | 48045 | 50373 | OPACITY TESTING | 60.00 |
| | | | 48046 | 50373 | OPACITY TESTING | 60.00 |
| | | | 48047 | 50373 | OPACITY TESTING | 60.00 |
| | | | 48048 | 50373 | OPACITY TESTING | 60.00 |
| | | | 48049 | 50373 | OPACITY TESTING | 60.00 |
| | | | 48050 | 50373 | OPACITY TESTING | 60.00 |
| | | | 48051 | 50373 | OPACITY TESTING | 60.00 |
| | | | 48052 | 50373 | OPACITY TESTING | 60.00 |
| | | | | | | 600.00 |
| 104514 | 1/15/2014 | 10580 | FASTENAL COMPANY | | HARDWARE | 332.00 |
| | | | CAS165311 | 50469 | | 332.00 |
| 104515 | 1/15/2014 | 10009 | FIRE ETC | | FF SUSPENDERS | 172.80 |
| | | | 56113 | 50376 | | |

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|-------------|-----------|--------|--------------------------------|----------------|-------|----------------------------|----------|
| Voucher | Date | Vendor | | | | | |
| 104515 | 1/15/2014 | 10009 | 10009 FIRE ETC | (Continued) | | | 172.80 |
| 104516 | 1/15/2014 | 10196 | FIRE PREVENTION SERVICES INC | 12172013 | | SPECIAL ASSESSMENTS | 980.48 |
| 104517 | 1/15/2014 | 10066 | GLOBALSTAR USA LLC | 10000005272174 | | SATELLITE PHONE CHARGES | 980.48 |
| 104518 | 1/15/2014 | 10504 | HENRY SCHEIN INC | 8772167-03 | 50593 | BACKBOARDS | 43.23 |
| | | | | 8772167-04 | 50593 | BACKBOARDS | 43.23 |
| 104519 | 1/15/2014 | 10600 | HINDERLITER, DE LLAMAS & ASSOC | 0021591-IN (1) | 50501 | SVC-SALES TAX 4TH QTR | 2,235.60 |
| | | | | 0021591-IN (2) | | AUDIT-SALES TAX QTR 2 2013 | 894.24 |
| 104520 | 1/15/2014 | 10256 | HOME DEPOT CREDIT SERVICES | 2153340 | 50411 | TRAINING SUPPLIES | 3,129.84 |
| | | | | 7153220 | 50411 | CHAINS AW BAR OIL | 1,200.00 |
| 104521 | 1/15/2014 | 10301 | HORSMAN AUTOMOTIVE | 377125 | 50379 | VEHICLE SMOG | 36.46 |
| | | | | 377134 | 50614 | SMOG INSPECTION | 23.70 |
| | | | | 377136-A | 50379 | VEHICLE REPAIR | 60.16 |
| | | | | 377136-B | 50614 | VEHICLE REPAIR | 44.95 |
| | | | | 377143 | 50379 | VEHICLE SMOG | 44.95 |
| | | | | 377164 | 50614 | SMOG INSPECTION | 44.95 |
| | | | | 377165 | 50614 | SMOG INSPECTION | 44.95 |
| | | | | 377194 | 50614 | SMOG INSPECTION | 44.95 |
| | | | | 377201 | 50614 | SMOG INSPECTION | 44.95 |
| | | | | 377202 | 50614 | SMOG INSPECTION | 44.95 |
| 104522 | 1/15/2014 | 10246 | HUDSON SAFETY T LITE RENTALS | 00020360 | 50442 | WHITE MARKING PAINT | 1,427.82 |
| 104523 | 1/15/2014 | 11389 | JAMES M. & KIMBERLY S. SNYDER | 38426011 | | PROSPECT AVENUE | 53.96 |
| | | | | | | | 53.96 |
| | | | | | | | 1,703.00 |
| | | | | | | | 1,703.00 |

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
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| 104524 | 1/15/2014 | 10079 MEDICO PROFESSIONAL | 1357315 | 50419 | MEDICAL LINEN SERVICE | 24.30 |
| | | | 1357316 | 50419 | MEDICAL LINEN SERVICE | 26.29 |
| | | | | | Total : | 50.59 |
| 104525 | 1/15/2014 | 10507 MITEL LEASING | 1187601 | | MONTHLY RENTAL 124690 | 146.90 |
| | | | 1188377 | | MONTHLY RENTAL 122670 | 1,757.78 |
| | | | 1188741 | | MONTHLY RENTAL 130737 | 89.64 |
| | | | 1188788 | | MONTHLY RENTAL 131413 | 97.47 |
| | | | | | Total : | 2,091.79 |
| 104526 | 1/15/2014 | 10218 OFFICE DEPOT BUSINESS SOLUTION | 1611335733 | | CLIPBOARD | 8.99 |
| | | | 689436648001 | 50388 | BUSINESS CARDS | 23.25 |
| | | | 689436866001 | 50388 | OFFICE SUPPLIES | 195.05 |
| | | | | | Total : | 227.29 |
| 104527 | 1/15/2014 | 10308 O'REILLY AUTO PARTS | 2968-321526 | 50385 | VEHICLE SUPPLIES | 15.10 |
| | | | | | Total : | 15.10 |
| 104528 | 1/15/2014 | 10886 PERISCOPE HOLDINGS INC | 15352 | | NIGP LICENSE RENEWAL | 490.05 |
| | | | | | Total : | 490.05 |
| 104529 | 1/15/2014 | 10932 PERRY ELECTRIC | M189-1 | 50615 | BIKE LANE VIDEO UPGRADES | 46,488.00 |
| | | | M189-1R | | RETENTION | -2,324.40 |
| | | | | | Total : | 44,163.60 |
| 104530 | 1/15/2014 | 10241 JAN SHERAR | 12122013 | | REIMBURSEMENT | 153.61 |
| | | | | | Total : | 153.61 |
| 104531 | 1/15/2014 | 10161 PRIZM JANITORIAL SERVICES INC | 7495 | 50465 | JANITORIAL SVCS - OFFICES | 3,134.54 |
| | | | | | Total : | 3,134.54 |
| 104532 | 1/15/2014 | 10240 RICHARDSON, SUE | 01/07/14 | 50525 | TUITION REIMBURSEMENT | 244.03 |
| | | | | | Total : | 244.03 |
| 104533 | 1/15/2014 | 10606 S.D. COUNTY SHERIFF'S DEPT. | SHERIFF NOV 2013 | | LAW ENFORCEMENT NOV 2013 | 990,479.48 |
| | | | | | Total : | 990,479.48 |
| 104534 | 1/15/2014 | 11219 SCANTIBODIES LABORATORY INC | DECEMBER 9, 2013 | | REFUNDABLE DEPOSIT | 898.41 |

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|---------|-----------|-------------------------------------|-------------|-------|-------------------------|-----------------|
| 104534 | 1/15/2014 | 11219 SCANTIBODIES LABORATORY INC | (Continued) | | | 898.41 |
| 104535 | 1/15/2014 | 11318 SEALMASTER OF SOCIAL | 208062 | 50596 | CRACK STIX | 51.81 |
| 104536 | 1/15/2014 | 10314 SOUTH COAST EMERGENCY VEHICLE | 470333 | 50418 | VEHICLE REPAIR PARTS | 111.04 |
| 104537 | 1/15/2014 | 10217 STAPLES ADVANTAGE | 3217816659 | 50502 | OFFICE SUPPLIES | 2.27 |
| | | | 3217883391 | 50502 | OFFICE SUPPLIES | 78.59 |
| | | | 3217883395 | 50446 | OFFICE SUPPLIES | 84.41 |
| | | | | | Total : | 165.27 |
| 104538 | 1/15/2014 | 10116 STAT PHARMACEUTICALS INC | 415157-00 | 50470 | PHARMACEUTICALS | 105.95 |
| | | | 415159-00 | 50470 | PHARMACEUTICALS | 15.08 |
| | | | | | Total : | 121.03 |
| 104539 | 1/15/2014 | 11426 TABS, ETC INC | 131333 | | CAFR WHITE TABS | 131.54 |
| 104540 | 1/15/2014 | 10158 THE SOCO GROUP INC | 164235 | 50421 | SMALL ENGINE FUEL | 67.67 |
| | | | 801630 | 50588 | FLEET CARD FUELING | 1,558.87 |
| | | | | | Total : | 1,626.54 |
| 104541 | 1/15/2014 | 10479 TIRE CENTERS LLC | 8720145321 | 50433 | TIRES | 1,188.96 |
| 104542 | 1/15/2014 | 10642 USPS-HASLER | 01062014 | | POSTAGE REIMBURSEMENT | 958.63 |
| | | | | | Total : | 958.63 |
| 104543 | 1/15/2014 | 10211 VISION INTERNET PROVIDERS INC | 26239 | 50434 | WEB HOSTING | 200.00 |
| | | | | | Total : | 200.00 |
| 104544 | 1/15/2014 | 11040 WALKSANDIEGO | 166-10 | 50314 | WALKS N ROLLS TO SCHOOL | 4,372.76 |
| | | | | | Total : | 4,372.76 |
| 104545 | 1/15/2014 | 11449 WOODSIDE PROPERTIES LLC | DR2008-07 | | REFUNDABLE DEPOSIT | 25,000.00 |
| | | | G-1136 | | REFUNDABLE DEPOSIT | 344.01 |

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|-----------------------------------|-----------|-------------------------------|-------------|-------|----------------------|--------------|
| 104545 | 1/15/2014 | 11449 WOODSIDE PROPERTIES LLC | (Continued) | | | 25,344.01 |
| 104546 | 1/15/2014 | 10232 XEROX CORPORATION | 071626456 | 50503 | MAINT & COPY CHARGES | 478.20 |
| 49 Vouchers for bank code : ubgen | | | | | | 478.20 |
| 49 Vouchers in this report | | | | | | 1,139,327.38 |
| Bank total : | | | | | | 1,139,327.38 |
| Total vouchers : | | | | | | 1,139,327.38 |

Prepared by: 
 Date: 1/15/2014
 Approved by: 
 Date: 1-15-14

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|-------------------------------------|--------------------|-------|----------------------------|------------------|
| 104549 | 1/23/2014 | 10018 BENCHMARK LANDSCAPE SVCS INC | 107781 | 50537 | LANDSCAPE SVCS - AREA 3 | 9,883.00 |
| | | | 107782 | 50505 | LANDSCAPE SVCS - AREA 2 | 12,567.64 |
| | | | | | Total : | 22,450.64 |
| 104550 | 1/23/2014 | 10020 BEST BEST & KRIEGER LLP | LEGAL SVC DEC 2013 | | LEGAL SERVICES DEC 2013 | 84,103.28 |
| | | | | | Total : | 84,103.28 |
| 104551 | 1/23/2014 | 10021 BOUND TREE MEDICAL LLC | 81296065 | 50586 | EMS SUPPLIES | 491.83 |
| | | | 81296066 | 50586 | EMS SUPPLIES | 651.71 |
| | | | 81296067 | 50586 | EMS SUPPLIES | 8.75 |
| | | | 81296068 | 50586 | EMS SUPPLIES | 241.63 |
| | | | | | Total : | 1,393.92 |
| 104552 | 1/23/2014 | 10429 CALPERS | 100000014200995 | | SURVIVOR BENEFIT COSTS | 93.60 |
| | | | 100000014201018 | | SURVIVOR BENEFITS COSTS | 1,497.60 |
| | | | | | Total : | 1,591.20 |
| 104553 | 1/23/2014 | 10299 CARQUEST AUTO PARTS | 11102-314274 | 50371 | VEHICLE SUPPLIES | 11.13 |
| | | | 11102-314275 | 50371 | VEHICLE SUPPLIES | 11.13 |
| | | | 11102-314276 | 50371 | VEHICLE SUPPLIES | 75.33 |
| | | | | | Total : | 97.59 |
| 104554 | 1/23/2014 | 11448 CHEN RYAN ASSOCIATES INC | 2013.164 | 50625 | CIRCULATION ELEMENT UPDATE | 8,699.25 |
| | | | | | Total : | 8,699.25 |
| 104555 | 1/23/2014 | 11458 CHRISTENSEN, LINDA | 011714 | | TRAVEL REIMBURSEMENT | 78.05 |
| | | | | | Total : | 78.05 |
| 104556 | 1/23/2014 | 10038 COSTCO WHOLESALE #403 | 4030901153 | 50428 | STATION SUPPLIES | 407.73 |
| | | | | | Total : | 407.73 |
| 104557 | 1/23/2014 | 10040 COUNTYWIDE MECHANICAL SYS INC | 13065911 | 50528 | PLUMBING REPAIRS | 169.07 |
| | | | | | Total : | 169.07 |
| 104558 | 1/23/2014 | 10333 COX COMMUNICATIONS | 001 3110 052335901 | | 8950 COTTONWOOD AVE | 226.69 |
| | | | 001 3110 063453006 | | 9534 VIA ZAPADOR | 300.15 |
| | | | 001 3110 066401501 | | 10601 N MAGNOLIA AVE | 31.38 |

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|-------------------------------------|--------------------------|-------|---------------------------|-----------------|
| 104558 | 1/23/2014 | 10333 COX COMMUNICATIONS | (Continued) 105080401 | | 9310 FANITA PKWY | 24.62 |
| | | | | | Total : | 582.84 |
| 104559 | 1/23/2014 | 11453 DAY, CARRIE | 2002981.001 | | RECREATION PROGRAM REFUND | 85.30 |
| | | | | | Total : | 85.30 |
| 104560 | 1/23/2014 | 10045 DIAMOND ENVIRONMENTAL SVCS LP | 0124680 | 50475 | PORTABLE TOILET SERVICE | 118.00 |
| | | | 0124681 | 50475 | PORTABLE TOILET SERVICE | 118.00 |
| | | | | | Total : | 236.00 |
| 104561 | 1/23/2014 | 10049 DREW AUTO CENTER | C84208 | 50416 | MEDIC UNIT REPAIR | 379.18 |
| | | | | | Total : | 379.18 |
| 104562 | 1/23/2014 | 10057 ESGIL CORPORATION | 01/06/14-01/10/14 | | SHARE OF FEES | 8,262.96 |
| | | | | | Total : | 8,262.96 |
| 104563 | 1/23/2014 | 10580 FASTENAL COMPANY | CAS165079 | 50481 | YARD STOCK | 51.15 |
| | | | CAS165116 | 50481 | SHOP SUPPLIES | 76.65 |
| | | | | | Total : | 127.80 |
| 104564 | 1/23/2014 | 10724 FIREMASTER | 130303 | 50624 | INERGEN SYSTEM INSPECTION | 325.00 |
| | | | | | Total : | 325.00 |
| 104565 | 1/23/2014 | 11454 GANNON, JENNA | 20029801.001 | | RECREATION PROGRAM REFUND | 69.73 |
| | | | | | Total : | 69.73 |
| 104566 | 1/23/2014 | 10301 HORSMAN AUTOMOTIVE | 377287 | 50614 | SMOG INSPECTION | 44.95 |
| | | | 377289 | 50614 | SMOG INSPECTION | 44.95 |
| | | | 377297 | 50614 | SMOG INSPECTION | 44.95 |
| | | | | | Total : | 134.85 |
| 104567 | 1/23/2014 | 10198 HYDRO SCAPE PRODUCTS | 7898589-01 | 50429 | IRRIGATION MATERIALS | 91.69 |
| | | | 7916146-00 | 50429 | IRRIGATION MATERIALS | 385.10 |
| | | | 7919627-00 | 50429 | IRRIGATION MATERIALS | 131.79 |
| | | | 7919823-00 | 50429 | IRRIGATION MATERIALS | 393.59 |
| | | | 7921031-00 | 50429 | IRRIGATION MATERIALS | 132.00 |
| | | | 7924295-00 | 50429 | IRRIGATION MATERIALS | 226.72 |

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| 104567 | 1/23/2014 | 10198 HYDRO SCAPE PRODUCTS | (Continued) | | | |
| | | | 7924649-00 | 50429 | IRRIGATION MATERIALS | 138.50 |
| | | | 7928511-00 | 50429 | IRRIGATION MATERIALS | 840.62 |
| | | | 7933864-00 | 50429 | IRRIGATION MATERIALS | 652.37 |
| | | | | | Total : | 2,992.38 |
| 104568 | 1/23/2014 | 10079 MEDICO PROFESSIONAL | 1360724 | 50419 | MEDICAL LINEN SERVICE | 24.29 |
| | | | 1360725 | 50419 | MEDICAL LINEN SERVICE | 26.29 |
| | | | | | Total : | 50.58 |
| 104570 | 1/23/2014 | 10344 PADRE DAM MUNICIPAL WATER DIST | 006960-20122553 | | 10118 MAGNOLIA AVE | 54.20 |
| | | | 006960-20123122 | | MAGNOLIA AVE - RW | 64.70 |
| | | | 006960-20123238 | | MAGNOLIA AVE - RW | 54.20 |
| | | | 006960-20124957 | | MAGNOLIA AVE | 59.45 |
| | | | 006960-20126680 | | 10131 MAST BLVD | 117.95 |
| | | | 006960-20126706 | | 10131 MAST BLVD | 165.10 |
| | | | 006960-20127372 | | CONEJO RD | 84.21 |
| | | | 006960-20157657 | | CUYAMACA ST | 136.38 |
| | | | 006960-20157659 | | CUYAMACA ST | 154.52 |
| | | | 006960-20158652 | | CUYAMACA @ WOODGLEN | 174.28 |
| | | | 006960-20300090 | | MAGNOLIA N OF EL NOPAL | 59.45 |
| | | | 006960-20302742 | | 10601 MAGNOLIA AVE #1 | 266.00 |
| | | | 006960-20302746 | | 10605 MAGNOLIA AVE #2 | 315.26 |
| | | | 006960-20302752 | | 10609 MAGNOLIA AVE #3 | 541.83 |
| | | | 006960-20302928 | | MAGNOLIA AVE VLLG | 884.90 |
| | | | 006960-20302930 | | MAGNOLIA - N KERRIGAN | 205.45 |
| | | | 006960-20303048 | | 10629 MAGNOLIA AVE #6 | 455.34 |
| | | | 006960-20303136 | | 10625 MAGNOLIA AVE #7 | 403.92 |
| | | | 006960-20303146 | | 10613 MAGNOLIA AVE #4 | 541.83 |
| | | | 006960-20303156 | | 10617 MAGNOLIA AVE #5 | 442.87 |
| | | | 006960-20303166 | | 10621 MAGNOLIA AVE #8 | 378.20 |
| | | | 006960-20303202 | | MAGNOLIA AVE 788 | 66.40 |
| | | | 006960-20303628 | | MAGNOLIA AVENUE | 63.57 |
| | | | 006960-20303846 | | MAGNOLIA AVENUE | 252.09 |
| | | | 006960-20316111 | | EL NOPAL JULIO | 142.47 |
| | | | 006960-20352468 | | EUCALYPTUS CT | 67.45 |
| | | | 006960-20402775 | | 10210 WOODGLEN VISTA - RW | 1,834.60 |

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| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|--------------------------------------|-----------------|------|--------------------------|----------|
| 104570 | 1/23/2014 | 10344 PADRE DAM MUNICIPAL WATER DIST | (Continued) | | | |
| | | | 006960-20402857 | | WOODGLEN VISTA DR - RW | 3,829.60 |
| | | | 006960-20903892 | | CUYAMACA ST | 217.52 |
| | | | 006960-20903954 | | S FIELDS #1 TWN CTR COMM | 1,808.35 |
| | | | 006960-20903956 | | S FIELDS #2 TWN CTR COMM | 1,614.02 |
| | | | 006960-20903958 | | S FIELDS #3 TWN CTR COMM | 1,729.52 |
| | | | 006960-20905700 | | 550 PARK CENTER DR | 467.89 |
| | | | 006960-20906564 | | MAST BLVD | 75.95 |
| | | | 006960-20930458 | | MAGNOLIA AVE - RW | 173.13 |
| | | | 006960-20931659 | | MAGNOLIA AVE - RW | 96.20 |
| | | | 006960-20931731 | | MAGNOLIA AVE @ BRAVERMAN | 59.45 |
| | | | 006960-20960110 | | MISSION CREEK DR | 209.88 |
| | | | 006960-20962784 | | MISSION CREEK TOWNHOMES | 163.25 |
| | | | 006960-20964110 | | 99 WILLOW POND DR - RW | 115.38 |
| | | | 006960-20965043 | | 102 RIVER PARK DR - RW | 204.63 |
| | | | 006960-20971810 | | RIVER PARK DR | 763.52 |
| | | | 006960-20971812 | | RIVER PARK DR | 204.63 |
| | | | 006960-20972190 | | RIVER PARK DR | 1,291.38 |
| | | | 006960-20972390 | | RIVER PARK DR - RW | 141.63 |
| | | | 006960-20972985 | | RIVER PARK DR - RW | 420.50 |
| | | | 006960-23037089 | | 9518 MAST BLVD | 101.50 |
| | | | 006960-23037565 | | 9557 MAST BLVD | 91.70 |
| | | | 006960-23038028 | | 9643 MAST BLVD | 104.88 |
| | | | 006960-23106288 | | 9721 MAST BLVD | 48.11 |
| | | | 006960-23106864 | | 9793 MAST BLVD | 131.75 |
| | | | 006960-24200549 | | 8950 COTTONWOOD AVE | 628.13 |
| | | | 006960-24213058 | | 10355 MISSION GORGE RD | 198.13 |
| | | | 006960-26007501 | | WOODSIDE @ NORTHCOTE | 67.45 |
| | | | 006960-26012480 | | 9161 SHADOW HILL RD | 1,091.89 |
| | | | 006960-29701296 | | CREWS CONSTRUCTION METER | 301.70 |
| | | | 007182-20129488 | | BILTEER DR | 99.45 |
| | | | 008173-20458731 | | NW CUYAMACA WOODGLEN | 177.44 |
| | | | 010267-20403145 | | WOODGLEN VISTA DR | 262.79 |
| | | | 011057-20434525 | | PRINCESS JOANN RD | 65.45 |
| | | | 011664-20903888 | | CUYAMACA ST FLD | 5,512.65 |
| | | | 039104-26508965 | | DIAMONBACK DR | 63.57 |
| | | | 039254-20904454 | | RIVERWALK DR | 1,881.85 |

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|--------------------------------------|-----------------------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------|---------------------------------------------------------|
| 104570 | 1/23/2014 | 10344 PADRE DAM MUNICIPAL WATER DIST | (Continued) 045519-24301350 046831-20905720 046831-20905730 047558-24202225 | | CALA LILY ST 550 PARK CENTER DR 550 PARK CENTER DR MAGNOLIA @ MISSION GORGE | 544.08 226.75 250.07 59.45 33,481.84 |
| 104571 | 1/23/2014 | 10241 JAN SHERAR | 1/17/14 | | PETTY CASH REIMB | 339.92 339.92 |
| 104572 | 1/23/2014 | 10161 PRIZM JANITORIAL SERVICES INC | 7496 | 50510 | JANITORIAL SVCS - PARKS | 2,235.75 2,235.75 |
| 104573 | 1/23/2014 | 11439 PROCOMM AMERICAS LTD | 2797 | | RADIO MICROPHONES | 270.00 270.00 |
| 104574 | 1/23/2014 | 10677 SANTEE CHAMBER OF COMMERCE | 2014-129 | | MEMBERSHIP | 500.00 500.00 |
| 104575 | 1/23/2014 | 10212 SANTEE SCHOOL DISTRICT | 2013-01 2013-02 | 50477 50477 | SSD TC BUS SSD TC BUS | 360.00 360.00 720.00 |
| 104576 | 1/23/2014 | 10585 SHARP REES-STEALY MEDICAL | 2671239018 2671239785 | | DMV PHYSICAL PREPLACEMENT TESTING | 45.00 40.00 85.00 |
| 104577 | 1/23/2014 | 10529 SIMPLOT PARTNERS | 202017635 | | SCHOOL FIELDS FERTILIZER | 1,187.78 1,187.78 |
| 104578 | 1/23/2014 | 11452 SMIGLIANI, KOREN | 2002983.001 | | RECREATION PROGRAM REFUND | 77.18 77.18 |
| 104579 | 1/23/2014 | 10116 STAT PHARMACEUTICALS INC | 415289-00 | 50470 | PHARMACEUTICALS | 914.35 914.35 |
| 104580 | 1/23/2014 | 10119 STEVEN SMITH LANDSCAPE INC | 27045 27053 | 50495 50495 | LANDSCAPE SVCS - EXTRA WORK LANDSCAPE SVCS - EXTRA WORK | 200.00 650.00 |

Voucher List
CITY OF SANTEE

| Bank code : | ubgen | | | Invoice | PO # | Description/Account | Amount |
|------------------------------------------|-----------|--------|----------------------------|-------------|-------|---------------------------|------------------------------------|
| Voucher | Date | Vendor | | | | | |
| 104580 | 1/23/2014 | 10119 | STEVEN SMITH LANDSCAPE INC | (Continued) | | | Total : 850.00 |
| 104581 | 1/23/2014 | 10158 | THE SOCO GROUP INC | 165184 | 50421 | DELIVERED FUEL | 1,400.27 |
| | | | | 801699 | 50588 | FLEET CARD FUELING | 1,071.39 |
| | | | | | | | Total : 2,471.66 |
| 104582 | 1/23/2014 | 11455 | TOLVO, KAREN | 2002982.001 | | RECREATION PROGRAM REFUND | 93.16 |
| | | | | | | | Total : 93.16 |
| 104583 | 1/23/2014 | 10318 | ZOLL MEDICAL CORPORATION | 2081450 | 50504 | EMS SUPPLIES | 93.15 |
| | | | | | | | Total : 93.15 |
| 104584 | 1/23/2014 | 11042 | ZW USA INC | 43250 | | DOG WASTE BAGS | 565.38 |
| | | | | | | | Total : 565.38 |
| 35 Vouchers for bank code : ubgen | | | | | | | Bank total : 176,122.52 |
| 35 Vouchers in this report | | | | | | | Total vouchers : 176,122.52 |

Prepared by: 
 Date: 01/23/2014
 Approved by: 
 Date: 1-23-14

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|--------------------------------------|-------------------|------|----------------------------------------|-------------------|
| 104585 | 1/23/2014 | 10508 LIFE INSURANCE COMPANY OF | January 2014 | | LIFE INSURANCE | 2,487.40 |
| | | | | | Total : | 2,487.40 |
| 104586 | 1/23/2014 | 10779 NATIONAL BENEFIT SERVICES LLC | PPE 01/15/14 | | FLEXIBLE SPENDING ACCOUNT | 1,945.92 |
| | | | | | Total : | 1,945.92 |
| 104587 | 1/23/2014 | 10784 NATIONAL UNION FIRE INSURANCE | January 2014 | | VOLUNTARY AD&D | 145.01 |
| | | | | | Total : | 145.01 |
| 104588 | 1/23/2014 | 10353 PERS | 01 14 4 | | RETIREMENT PAYMENT | 121,618.21 |
| | | | | | Total : | 121,618.21 |
| 104589 | 1/23/2014 | 10335 SAN DIEGO FIREFIGHTERS FEDERAL | January 2014 | | LONG TERM DISABILITY-SAFETY | 286.00 |
| | | | | | Total : | 286.00 |
| 104590 | 1/23/2014 | 10424 SANTEE FIREFIGHTERS | PPE 01/15/14 | | SFFA UNION DUES | 2,048.64 |
| | | | | | Total : | 2,048.64 |
| 104591 | 1/23/2014 | 10776 STATE OF CALIFORNIA | PPE 01/15/14 | | WITHHOLDING ORDER | 640.91 |
| | | | | | Total : | 640.91 |
| 104592 | 1/23/2014 | 10783 UNITED WAY OF SAN DIEGO COUNTY | January 2014 | | UNITED WAY | 115.40 |
| | | | | | Total : | 115.40 |
| 104593 | 1/23/2014 | 10001 US BANK | PPE 01/15/14 | | PARS RETIREMENT | 534.48 |
| | | | | | Total : | 534.48 |
| 104594 | 1/23/2014 | 10959 VANTAGE TRANSFER AGENT/457 | ICMA PPE 04/15/14 | | ICMA | 29,261.11 |
| | | | | | Total : | 29,261.11 |
| 104595 | 1/23/2014 | 10782 VANTAGEPOINT TRNSFR AGT/801801 | PPE 01/15/14 | | RETIREE HEALTH SAVINGS ACCOL | 6,847.12 |
| | | | | | Total : | 6,847.12 |
| | | | | | Bank total : | 165,930.20 |
| | | | | | Total vouchers in this report : | 165,930.20 |

Bank code : ubgen

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|------|--------|---------|------|---------------------|--------|
|---------|------|--------|---------|------|---------------------|--------|

Prepared by: 
 Date: 6/23/2014

Approved by: 
 Date: 1-23-14

Voucher List
CITY OF SANTEE

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|-----------------------------------------|-----------|-------------------------------|-----------|------|------------------------|---------------------|
| 60568 | 1/27/2014 | 10402 BANK OF NEW YORK MELLON | 060568 | | DEBT SERVICE CDBG 108 | 9,233.00 |
| 146140000 | 1/24/2014 | 10401 US BANK TRUST | 146140000 | | DEBT SERVICE TAB 2011A | 858,896.94 |
| 146141000 | 1/24/2014 | 10401 US BANK TRUST | 146141000 | | DEBT SERVICE TAB 2011B | 207,111.30 |
| 788188005 | 1/24/2014 | 10401 US BANK TRUST | 788188005 | | DEBT SERVICE LRB 2005 | 179,127.37 |
| 788189001 | 1/24/2014 | 10401 US BANK TRUST | 788189001 | | DEBT SERVICE TAB 2005 | 380,515.50 |
| 5 Vouchers for bank code : ubgen | | | | | | 9,233.00 |
| 5 Vouchers in this report | | | | | | 1,634,884.11 |

Prepared by: 
 Date: 01/23/2014
 Approved by: 
 Date: 1-23-14

Voucher List
CITY OF SANTEE

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|------------------------------------|------------|-------|------------------------------|------------------|
| 104596 | 1/29/2014 | 11445 AMERICAN MESSAGING | L10728980A | | JANUARY PAGER SERVICE | 113.93 |
| | | | | | Total : | 113.93 |
| 104597 | 1/29/2014 | 10017 BAY CITY ELECTRIC WORKS | W119136 | 50592 | STATIONARY GENERATOR SVC | 243.07 |
| | | | | | Total : | 243.07 |
| 104598 | 1/29/2014 | 10021 BOUND TREE MEDICAL LLC | 81300208 | 50586 | EMS SUPPLIES | 70.18 |
| | | | 81300209 | 50586 | EMS SUPPLIES | 968.75 |
| | | | 81300210 | 50586 | EMS SUPPLIES | 1,338.26 |
| | | | 81301387 | 50586 | EMS SUPPLIES | 12.60 |
| | | | 81301388 | 50586 | EMS SUPPLIES | 6.44 |
| | | | 81302085 | 50586 | EMS SUPPLIES | 200.97 |
| | | | 81303053 | 50586 | EMS SUPPLIES | 612.99 |
| | | | | | Total : | 3,210.19 |
| 104599 | 1/29/2014 | 10098 BURNER, RONALD | 1213 | 50472 | PROFESSIONAL SERVICES | 2,083.34 |
| | | | | | Total : | 2,083.34 |
| 104600 | 1/29/2014 | 10147 CARL WARREN & COMPANY | 57732 | | CLAIM SERVICES | 306.48 |
| | | | | | Total : | 306.48 |
| 104601 | 1/29/2014 | 11402 CARROLL, JUDI | 020114-96 | | MEADOWBROOK HARDSHIP PGRM | 20.59 |
| | | | | | Total : | 20.59 |
| 104602 | 1/29/2014 | 11448 CHEN RYAN ASSOCIATES INC | 2013.182 | 50625 | CIRCULATION ELEMENT UPDATE | 14,798.72 |
| | | | | | Total : | 14,798.72 |
| 104603 | 1/29/2014 | 10032 CINTAS CORPORATION #694 | 694653760 | 50410 | UNIFORM/PARTS CLEANER RNTL | 59.43 |
| | | | 694656231 | 50410 | UNIFORM/PARTS CLEANER RNTL | 59.43 |
| | | | 694658699 | 50410 | UNIFORM/PARTS CLEANER RNTL | 64.38 |
| | | | | | Total : | 183.24 |
| 104604 | 1/29/2014 | 10033 CITY ELECTRIC SUPPLY COMPANY | STE/019399 | 50439 | SEALING PACK FOR TCC PK SPOR | 65.77 |
| | | | STE/019461 | 50439 | ELECTRICAL SUPPLIES | 90.94 |
| | | | STE/019536 | 50439 | ELECTRICAL SUPPLIES | 52.92 |
| | | | | | Total : | 209.63 |

Voucher List
CITY OF SANTEE

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|-------------------------------------|--------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| 104617 | 1/29/2014 | 10056 EPIC PEST CONTROL & LANDSCAPE | 1EPC8920 | 50541 | DEC PEST CONTROL SERVICES | 700.38 |
| | | | | | Total : | 700.38 |
| 104618 | 1/29/2014 | 10057 ESGIL CORPORATION | 1/13/14-1/17/14 11/4/13-11/8/13 12/2/13-12/6/13 12/30/13-1/3/14 120613ST | | SHARE OF FEES SHARE OF FEES SHARE OF FEES SHARE OF FEES 2013 TITLE 24 CODE BOOKS | 5,274.94 8,471.00 5,602.57 8,134.13 1,190.20 28,672.84 |
| 104619 | 1/29/2014 | 10201 ETHRIDGE, MARK | 12172013 | | EMPLOYEE REIMBURSEMENT | 200.00 |
| | | | | | Total : | 200.00 |
| 104620 | 1/29/2014 | 10251 FEDERAL EXPRESS | 2-529-74928 | | SHIPPING CHARGES | 100.68 |
| | | | | | Total : | 100.68 |
| 104621 | 1/29/2014 | 10065 GLOBAL POWER GROUP INC | 31848 | 50550 | ELECTRICAL REPAIRS | 835.00 |
| | | | | | Total : | 835.00 |
| 104622 | 1/29/2014 | 10111 GRAPHICS UNITED | 18677 | 50563 | SHIFT CALENDARS | 1,013.38 |
| | | | | | Total : | 1,013.38 |
| 104623 | 1/29/2014 | 10927 GROSSMONT HOSPITAL SHARP | 11-82280770 | | FIREFIGHTER ER CHARGE | 121.46 |
| | | | | | Total : | 121.46 |
| 104624 | 1/29/2014 | 10256 HOME DEPOT CREDIT SERVICES | 8153709 | 50411 | SMALL TOOLS | 68.60 |
| | | | | | Total : | 68.60 |
| 104625 | 1/29/2014 | 10075 IRON MOUNTAIN INFO MGMT INC | 200178194 JXK2188 | 50430 50443 | DATA STORAGE SVC DEC 2013 OFF-SITE STORAGE | 174.33 348.95 523.28 |
| | | | | | Total : | 523.28 |
| 104626 | 1/29/2014 | 10151 KONICA MINOLTA BUSINESS | 227417106 | 50476 | COPIES 11/27-12/23, 2013 | 34.09 |
| | | | | | Total : | 34.09 |
| 104627 | 1/29/2014 | 10906 KRONOS INC | 10819963 | | ANNUAL TELESTAFF SUPPORT | 3,195.36 |
| | | | | | Total : | 3,195.36 |

Voucher List
CITY OF SANTEE

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|--------------------------------------|-----------------|-------|---------------------------|-----------------|
| 104628 | 1/29/2014 | 10078 LUTHERAN SOCIAL SVCS OF SO CAL | 12312013 | 50578 | CDBG SUBRECIPIENT | 1,397.00 |
| | | | | | Total : | 1,397.00 |
| 104629 | 1/29/2014 | 10079 MEDICO PROFESSIONAL | 1364720 | 50419 | MEDICAL LINEN SERVICE | 24.30 |
| | | | 1364721 | 50419 | MEDICAL LINEN SERVICE | 26.29 |
| | | | | | Total : | 50.59 |
| 104630 | 1/29/2014 | 10410 MILLER, DAVID JOSEPH | 13114 | 50622 | DJ SERVICES | 200.00 |
| | | | | | Total : | 200.00 |
| 104631 | 1/29/2014 | 10084 NALCO CAL-WATER LLC | 47379 | 50412 | DEIONIZED WATER SERVICE | 112.50 |
| | | | 47380 | 50412 | DEIONIZED WATER SERVICE | 75.00 |
| | | | 47381 | 50452 | DEIONIZER SYSTEM USAGE | 75.00 |
| | | | | | Total : | 262.50 |
| 104632 | 1/29/2014 | 10451 NEOPOST USA INC | 51245506 | 50486 | POSTAGE METER RENTAL | 162.00 |
| | | | 51261122 | 50486 | RATE CHANGE PROTECTION | 269.96 |
| | | | | | Total : | 431.96 |
| 104633 | 1/29/2014 | 10649 PACIFIC SAFETY CENTER | 70248 | | REQUIRED STAFF TRAINING | 105.00 |
| | | | 70248-FIRE | | TRAINING REGISTRATION | 35.00 |
| | | | | | Total : | 140.00 |
| 104635 | 1/29/2014 | 10344 PADRE DAM MUNICIPAL WATER DIST | 006960-20902014 | | TOWN CENTER PKY - RW | 1,497.63 |
| | | | 006960-20902021 | | TOWN CENTER PKY - RW | 145.49 |
| | | | 006960-20902023 | | TOWN CENTER PKY - RW | 155.99 |
| | | | 006960-20902032 | | 170 TOWN CENTER PKY - RW | 127.34 |
| | | | 006960-20902134 | | TOWN CENTER PKY - RW | 113.99 |
| | | | 006960-20902136 | | TOWN CENTER PKY - RW | 140.24 |
| | | | 006960-20902205 | | TOWN CENTER PKY - RW | 80.09 |
| | | | 006960-20902461 | | TOWN CENTER PKY - RW | 289.95 |
| | | | 006960-21000894 | | MISSION GORGE RD | 153.59 |
| | | | 006960-21002705 | | 9534 VIA ZAPADOR | 542.97 |
| | | | 006960-21010397 | | MISSION GORGE RD | 122.09 |
| | | | 006960-21013462 | | MISSION GORGE & FANITA DR | 47.92 |
| | | | 006960-21502414 | | PROSPECT @ CLIFFORD | 59.24 |
| | | | 006960-21503082 | | PROSPECT CT | 58.57 |

Voucher List
CITY OF SANTEE

Bank code : ubgen

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|--------------------------------------|-----------------|------|---------------------------|----------|
| 104635 | 1/29/2014 | 10344 PADRE DAM MUNICIPAL WATER DIST | (Continued) | | | |
| | | | 006960-21506676 | | MISSION GORGE RD | 316.34 |
| | | | 006960-22001782 | | MISSION GORGE RD | 253.49 |
| | | | 006960-22108500 | | 8115 ARLETTE ST | 104.11 |
| | | | 006960-22500472 | | 8915 CARLTON HILLS BLVD | 55.28 |
| | | | 006960-23000004 | | CARLTON HILLS BLVD | 786.54 |
| | | | 006960-23000020 | | CARLTON HILLS BLVD | 53.99 |
| | | | 006960-23000231 | | 9329 LAKE CANYON RD | 34.75 |
| | | | 006960-23000755 | | 9413 CARLTON HILLS BLVD | 79.62 |
| | | | 006960-23001898 | | 9555 CARLTON HILLS BLVD | 56.67 |
| | | | 006960-23003384 | | 9457 MAST BLVD | 55.38 |
| | | | 006960-23048037 | | PENNYWOOD RD - RW | 39.10 |
| | | | 006960-23050931 | | 9776 CARLTON HILLS BLVD | 50.13 |
| | | | 006960-23052603 | | 9809 CARLTON HILLS BLVD | 55.75 |
| | | | 006960-23200646 | | 9313 LAKE CANYON RD | 34.75 |
| | | | 006960-23201051 | | 9231 LAKE CANYON RD | 50.13 |
| | | | 006960-23305937 | | 9000 MAST BLVD NE | 242.52 |
| | | | 006960-23500006 | | CARLTON OAKS DR | 100.62 |
| | | | 006960-23500010 | | CALLE DEL LAGO - MED | 183.70 |
| | | | 006960-23607107 | | MAST BLVD E | 163.59 |
| | | | 006960-23607133 | | MAST BLVD W | 121.59 |
| | | | 006960-24204686 | | PROSPECT @ MAGNOLIA - RW | 59.24 |
| | | | 006960-24204976 | | MAGNOLIA @ PROSPECT - RW | 42.67 |
| | | | 006960-24205292 | | PROSPECT @ MAGNOLIA - RW | 59.24 |
| | | | 006960-24215485 | | PROSPECT AVE POC #4 MTR C | 171.91 |
| | | | 005960-24215491 | | PROSPECT AVE POC #4 MTR D | 171.91 |
| | | | 006960-24216037 | | PROSPECT AVE POC #4 MTR B | 119.24 |
| | | | 014757-21509881 | | BIG ROCK RD | 392.24 |
| | | | 015546-22108550 | | BIG ROCK RD | 248.62 |
| | | | 016084-23500521 | | 9310 CARLTON OAKS DR | 538.54 |
| | | | 016822-23036584 | | 9496 MAST BLVD | 40.00 |
| | | | 016822-23048315 | | 9705 CARLTON HILLS BLVD | 57.85 |
| | | | 016822-24204987 | | PROSPECT @ MAGNOLIA | 56.56 |
| | | | 019252-23607136 | | 8750 MAST BLVD | 515.47 |
| | | | 019252-23607138 | | MAST BLVD | 2,287.66 |
| | | | 035946-23500117 | | 9310 FANITA PKY | 88.55 |
| | | | 039723-21015591 | | GLEN OAKS WAY | 37.42 |

Voucher List
CITY OF SANTEE

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|-------------------|-----------|--------|--------------------------------------------------------------------------------------------------------------------------------------|-------------------------|------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| Bank code : ubgen | | | | | | |
| 104635 | 1/29/2014 | 10344 | 10344 PADRE DAM MUNICIPAL WATER DIS1 (Continued) | | | |
| 104636 | 1/29/2014 | 11442 | PATTERSON, LUANNE 010114-225 020114-225 | | MEADOWBROOK HARDSHIP PGRM MEADOWBROOK HARDSHIP PGRM | 19.74 19.74 39.48 |
| 104637 | 1/29/2014 | 10241 | JAN SHERAR 1/22/14 | | PETTY CASH REIMBURSEMENT | 199.16 |
| 104638 | 1/29/2014 | 10092 | PHOENIX GROUP INFO SYSTEMS 112013031 | 50456 | PARKING CITE SVC NOV 2013 | 40.64 |
| 104639 | 1/29/2014 | 10089 | PMC 38736R | 24209 | WALMART EXP EIR | 1,970.00 |
| 104640 | 1/29/2014 | 10101 | PROFESSIONAL MEDICAL AND Z967791 Z967792 Z967793 | 50389 50389 50389 | OXYGEN CYLINDERS & REFILLS OXYGEN CYLINDERS & REFILLS OXYGEN CYLINDERS & REFILLS | 41.85 69.75 9.30 |
| 104641 | 1/29/2014 | 11248 | RAMONA PAVING & CONSTRUCTION 2176 2176R | 50516 | STORM DRAIN IMPROVEMENTS RETENTION | 150,178.47 -7,508.92 142,669.55 |
| 104642 | 1/29/2014 | 10407 | SAN DIEGO GAS & ELECTRIC 0422 970 321 8 2237 358 004 2 3422 380 562 8 4394 020 550 9 7990 068 577 7 8509 742 169 4 | | STREET LIGHTS TRAFFIC SIGNAL GAS TAX FUNDED UTILITIES LMD PARKS CITY HALL | 29,928.06 4,495.00 128.96 4,631.68 10,774.27 6,022.07 55,980.04 |
| 104643 | 1/29/2014 | 10443 | SANDPIPA BC1415-10 | | BOND/CRIME PROGRAM RENEWAL | 2,678.00 |
| 104644 | 1/29/2014 | 10107 | SANTEE FOOD BANK 12312013 | 50575 | CDBG SUBRECIPIENT | 6,776.54 |
| Total : | | | | | | 2,678.00 |
| Total : | | | | | | 6,776.54 |

Voucher List
CITY OF SANTEE

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|----------------------------------|------------------------------------------------------|-------------------------|--------------------------------------------------------------|----------------------------------|
| 104645 | 1/29/2014 | 10110 SECTRAN SECURITY INC | 14010301 | 50459 | ARMORED CAR TRANSPORT SVC | 105.00 |
| | | | | | Total : | 105.00 |
| 104646 | 1/29/2014 | 10585 SHARP REES-STEALY MEDICAL | 2671239006 2671239012 2671239013 2671239015 | | DMV PHYSICAL DMV PHYSICAL DMV PHYSICAL DMV PHYSICAL | 45.00 45.00 45.00 45.00 |
| | | | | | Total : | 180.00 |
| 104647 | 1/29/2014 | 11122 SOUTHWEST PIPELINE AND | 695-05 695-05R | 50357 | CMP STORM DRAIN REHAB RETENTION | 45,242.43 -2,262.12 |
| | | | | | Total : | 42,980.31 |
| 104648 | 1/29/2014 | 11403 ST. JOHN, LYNNE | 020114-78 | | MEADOWBROOK HARDSHIP PGRM | 20.51 |
| | | | | | Total : | 20.51 |
| 104649 | 1/29/2014 | 11056 STANDARD ELECTRONICS | 19549 | 50532 | FIRE ALARM REPAIRS | 95.00 |
| | | | | | Total : | 95.00 |
| 104650 | 1/29/2014 | 10217 STAPLES ADVANTAGE | 3217883390 3218290152 3218742034 | 50393 50393 50446 | ASSEMBLY CHARGE OFFICE CHAIR OFFICE SUPPLIES CREDIT | 49.00 356.96 -131.71 |
| | | | | | Total : | 274.25 |
| 104651 | 1/29/2014 | 10116 STAT PHARMACEUTICALS INC | 415341-00 415365-00 | 50470 50470 | PHARMACEUTICALS PHARMACEUTICALS | 156.10 554.22 |
| | | | | | Total : | 710.32 |
| 104652 | 1/29/2014 | 10119 STEVEN SMITH LANDSCAPE INC | 27119 | 50495 | LANDSCAPE SVCS - AREA 1 | 33,116.00 |
| | | | | | Total : | 33,116.00 |
| 104653 | 1/29/2014 | 10121 SUPERIOR READY MIX LP | 609394 | 50478 | ASPHALT | 590.98 |
| | | | | | Total : | 590.98 |
| 104654 | 1/29/2014 | 10158 THE SOCO GROUP INC | 801776 802759 | 50588 50588 | FLEET CARD FUELING FLEET CARD FUELING | 388.93 1,002.33 |
| | | | | | Total : | 1,391.26 |

City of Santee
COUNCIL AGENDA STATEMENT

1D

MEETING DATE February 12, 2014

AGENDA ITEM NO.

ITEM TITLE AUTHORIZE EXPENDITURE OF REALLOCATED STATE HOMELAND SECURITY GRANT FUNDS IN ACCORDANCE WITH ALL PROGRAM REQUIREMENTS

DIRECTOR/DEPARTMENT Chief Robert Leigh, Fire Department *JRL*

SUMMARY

On January 21, 2014, the San Diego County Office of Emergency Services approved Santee's request to utilize reallocated 2011 State Homeland Security Grant (SHSG) funds for the purchase of two mobile data computers.

The SHSG funds will be utilized to purchase two new mobile Panasonic Toughbook computers for emergency fire apparatus. The two new computers will replace the current failing mobile computers that are over six years old.

The deadline for reimbursement of the SHSG grant for \$9,192 is March 31, 2014.

CITY ATTORNEY REVIEW N/A Completed

FINANCIAL STATEMENT *mr*

The grant reimburses the City 100% for pre-approved equipment expenditures up to \$9,192. No local matching funds are required.

RECOMMENDATION *KA*

Authorize expenditure of \$9,192 in reallocated 2011 State Homeland Security Grant funds subject to all program requirements.

ATTACHMENTS (Listed Below)

None

City of Santee
COUNCIL AGENDA STATEMENT

1E

MEETING DATE February 12, 2014

AGENDA ITEM NO.

ITEM TITLE: CLAIM AGAINST THE CITY BY LAUREN SANDOVAL

DIRECTOR/DEPARTMENT: Jodene Dunphy, Director of Human Resources *JD*

SUMMARY:

A claim was filed against the City by Lauren Sandoval for damages. The claim has been reviewed by the City's Risk Manager prior to bringing it forward for consideration. The Risk Manager recommends the claim be rejected as provided in Government Code Section 913. The claim is in the process of being tendered to the responsible contractor.

The claim documents are on file in the Office of the City Clerk for Council reference.

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FINANCIAL STATEMENT: Sufficient funds for Claims Administration are budgeted in the Risk Management Fund Claims Administration Account.

CITY ATTORNEY REVIEW: N/A Completed

RECOMMENDATION *KL*

Reject claim as per Government Code Section 913.

ATTACHMENTS (Listed Below)

None

City of Santee
COUNCIL AGENDA STATEMENT

1F

MEETING DATE February 12, 2014

AGENDA ITEM NO.

ITEM TITLE: **AUTHORIZATION FOR ADDITIONAL CHANGE ORDERS TO THE STREETLIGHT MAINTENANCE CONTRACT WITH CTE, INC.**

DIRECTOR/DEPARTMENT: Pedro Orso-Delgado, Development Services *PD*

SUMMARY:

This item requests the City Council to authorize the Director of Development Services to execute additional change orders to the streetlight maintenance contract with CTE, Inc. for unforeseen repairs and wire thefts.

The City Council approved the street light maintenance contract in June 2013 with CTE, Inc. in the amount of \$26,289.60 for FY 13-14 and authorized the Director of Development Services to execute change orders up to \$6,600.00 for a total contract amount of \$32,889.60.

In the last two months, the City has experienced a significant number of wire thefts at multiple locations in the City totaling nearly \$28,000 in damages. Since July 2013, several streetlight locations have had wiring malfunctions that have resulted in additional work to repair. In addition the City has replaced four street light poles that were knocked down by errant drivers. These repairs and additional work were not anticipated and will require additional contract change order authorization. Staff requests that Council authorize additional change orders in the amount of \$37,110.40 which brings the total revised contract amount to the amount budgeted for street light repairs and maintenance of \$70,000.00.

Staff is working with the Sheriff and City's risk management to capture the wire thieves and to recoup costs of damaged poles due to knockdowns.

FINANCIAL STATEMENT: *fr*

There are sufficient funds available in the Santee Roadway Lighting District budget to cover the requested change order authorization.

| | |
|-------------------------------------------------|---------------------------|
| Total Budget | \$70,000.00 |
| Original contract amount | \$26,289.60 |
| Original change order authorization | 6,600.00 |
| Additional change order authorization requested | <u>37,110.40</u> |
| Total Authorized Contract Amount | <u>\$70,000.00</u> |

CITY ATTORNEY REVIEW: N/A Completed

RECOMMENDATION: *LD*

Authorize the Director of Development Services to execute additional change orders to the streetlight maintenance contract with CTE, Inc. up to \$37,110.40.

ATTACHMENTS None

City of Santee
COUNCIL AGENDA STATEMENT

2A

MEETING DATE

February 12, 2014

AGENDA ITEM NO.

ITEM TITLE PUBLIC HEARING TO ASSESS COMMUNITY DEVELOPMENT NEEDS AND TO SOLICIT PROPOSALS FOR PROGRAM YEAR 2014 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) FUNDING CONSISTENT WITH THE CONSOLIDATED PLAN

DIRECTOR/DEPARTMENT

Melanie Kush, Planning Director



SUMMARY

Each year proposals are solicited for the use of federal Community Development Block Grant (CDBG) funds. A request for proposals was published on November 21, 2013, with applications due on January 16, 2014. The City received seven applications totaling \$74,000 for funding in the category of "Public Services," one application for \$16,162 in the category of "Public Facilities," and one application for "Administrative Activities" in the amount of \$13,500. "Public Facilities" payments associated with an advance of CDBG allocations to fund improvements to Buena Vista Avenue and Railroad Avenue represent a senior claim on annual CDBG allocations in this category. The process of prioritizing CDBG-funded activities begins each February to meet federal deadlines associated with the Program. The first public hearing provides the opportunity for various organizations to present the merit of their applications before the City Council (refer to Attachments 3 and 4 for specific information on the applications). The amount of CDBG funding available to the City of Santee for Program Year 2014 (July 2014 through June 2015) has not yet been announced, but is expected to be close to last year's allocation of \$253,737.

The City of Santee receives federal HOME funding through a consortium consisting of five other cities and the County of San Diego. Home Program funding has diminished significantly over the years such that last year's allocation to the City was less than \$100,000. In response to changes in federal regulations adopted last year, it is anticipated that the County will assume responsibility for administering all future first-time homebuyer loans within the consortium area. This would preserve access to HOME funds for consortium jurisdiction homebuyers and relieve participating cities of underwriting, inspection and loan origination responsibilities. Funds would no longer be allocated for use within specific jurisdictions; however, the proposed change would result in an increase in maximum loan amounts from \$40,000 to \$70,000 (refer to Page 3 of the Staff Report for more information). A resolution regarding Santee's intent to continue participation in the restructured consortium will be presented on February 26, 2014.

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 Funding for Program Year 2014 is projected to be approximately \$254,000, about the same as the current allocation. Pursuant to federal regulations there is a 15% cap on the amount of CDBG funds which can be allocated to "Public Service" activities, and a 20% cap on "Public Facilities". There is also \$7,951 in uncommitted CDBG funds that may be allocated to a "Public Facilities" project as "carry-over" funds. No funding decisions will be made at this public hearing. Allocations of funding will be determined during the continued Public Hearing on February 26, 2014.

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATIONS

Open the public hearing; receive public testimony; and continue the public hearing to February 26, 2014.

ATTACHMENTS

Staff Report

Census Map

Summary of Requests

Applications for Funding

HUD Compliance Finding and Santee Response

STAFF REPORT

PUBLIC HEARING TO ASSESS AND PRIORITIZE COMMUNITY DEVELOPMENT NEEDS AS DESCRIBED IN THE CONSOLIDATED PLAN AND TO SOLICIT PROPOSALS FOR PROGRAM YEAR 2014 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM FUNDS

CITY COUNCIL MEETING OF FEBRUARY 12, 2014

A. CDBG BACKGROUND

The Community Development Block Grant (CDBG) program is administered by the U.S. Department of Housing and Urban Development (HUD). Cities with over 50,000 in population ("Entitlement Cities") are provided the opportunity to apply for a direct allocation of CDBG funds. Entitlements are based on a formula that weighs population, the extent of poverty, housing overcrowding, and age of housing. Each city must develop a five-year Consolidated Plan and a one-year Action Plan which is updated each year and reflects input received from citizens.

B. CDBG PROGRAM GUIDELINES

CDBG activities proposed by the City must meet CDBG regulations regarding program objectives and eligibility criteria. Determination of project eligibility is a two-step process. Each program/project must meet one of three National Objectives of the CDBG program, and it must also be consistent with program regulations as an appropriate activity.

The primary CDBG objective is the development of viable communities, including decent housing and a suitable living environment, and the expansion of economic opportunity, principally for persons of low and moderate income. Each activity must meet one of the following national objectives:

1. Benefit low and moderate income families;

At least 70 percent of the grantee's allocation must be spent for activities benefiting low and moderate-income City residents. The three most common ways of meeting this objective are:

- a. Activities that benefit an area dominated by a low income population. (Exhibit B shows areas of low income population within the city of Santee)
- b. Activities requiring income data for each applicant.
- c. Activities that benefit a limited clientele who are generally presumed to be principally low and moderate income. Categories of limited clientele allowed by HUD include abused children, battered spouses, elderly persons, handicapped persons, homeless persons, illiterate persons and migrant farm workers.

2. Aid in the prevention or elimination of slums or blight;

Activities considered to aid in the prevention or elimination of slums or blight are activities within a delineated area which meets a definition of slum, blighted, deteriorated, or deteriorating under state or local law, or where there is a substantial number of deteriorating or dilapidated buildings and improvements are needed throughout the area.

3. Address community needs having a particular urgency.

This national objective is rarely used because it is extremely restrictive. The urgent condition must be recent and pose a serious and immediate threat to the health or welfare of the community. There can be no other source of financing available to meet the needs in this category.

C. AVAILABLE CDBG FUNDS AND REQUESTS FOR FUNDING

The CDBG allocation to the City of Santee for Program Year 2013 was \$254,670. As of February 3rd, 2014, HUD had not announced the amount that the City of Santee will be allocated in Program Year 2014. However, the schedule for preparation of Annual Action Plans by the City of Santee and the County of San Diego require that public input be solicited at this time and a tentative plan for funding activities in Program Year 2014 be approved and submitted to HUD no later than May 15th. It is anticipated that the City will receive a similar allocation in Program Year 2014. Additionally, a carry-forward of \$7,951 is available which can only be allocated to Public Facility activities bringing the projected total amount available for allocation in Program Year 2014 to approximately \$261,951.

HUD regulations impose a 15% cap on the amount of current-year CDBG funds which can be allocated to Public Service activities and a 20% cap on Administrative activities.

| ACTIVITY | CAP | AMOUNT PER ACTIVITY |
|------------------------------|------|---------------------|
| Public Service Activities | 15% | \$ 38,100 |
| Administrative Activities | 20% | \$ 50,800 |
| Public Facilities Activities | None | \$173,051* |
| | | \$261,951 |

On November 21, 2013, a request for proposals was published and mailed to interested parties. Nine applications for Program Year 2014 funding were received in addition to City program administration and debt service. These are detailed in Attachments 3 and 4 and are summarized below.

* Including carry-forward of \$7,951.

City Public Facility Project – Section 108 Loan

In addition to the caps imposed by HUD on Administrative and Public Services expenditures, an advance of CDBG allocations to fund improvements to Buena Vista Avenue and Railroad Avenue also limit the amount of funding available for other activities. In October 2011, the City Council approved a Section 108 loan (a loan secured by future allocations of CDBG funding) in the amount of \$1.4 million. These funds, together with an allocation of \$2.0 million in Traffic Mitigation Fees, provide the majority of the funding for the Buena Vista Avenue and Railroad Avenue improvement project. Debt service associated with Section 108 loan in Program Year 2014 is \$157,528 and represents a senior claim on CDBG funding received by the City of Santee.

| ACTIVITY | AMOUNT AVAILABLE PER CAP | AMOUNT REQUESTED |
|---------------------------|--------------------------|------------------|
| Public Service Activities | \$38,100 | \$74,000 |
| Administrative Activities | \$50,800 | \$50,800 |
| Public Facilities | \$173,051* | \$173,690 |
| | \$261,951 | \$298,490 |

Requested in excess of available funding

\$36,539

Last July an on-site monitoring visit was conducted by HUD and the results of the visit were documented in letter to the City dated August 22, 2013. HUD found that the City was “generally in compliance with program requirements.” However the City received one “Finding” which requires corrective action in order to maintain program compliance. Three corrective actions are outlined in the City’s response letter dated September 27, 2013, among these being “Public Service” allocations of no less than \$5,000. The HUD letter and the City’s reply are included as Attachment 5.

D. HOME PROGRAM

The Home Investment Partnerships (HOME) Program is a federal program administered by the U.S. Department of Housing and Urban Development (HUD). The intent of the HOME Program is to provide decent affordable housing to lower-income households, expand the capacity of nonprofit housing providers, strengthen the ability of state and local governments to provide housing and leverage private-sector participation. Eligible HOME program uses include housing acquisition, housing rehabilitation, homebuyer assistance, housing construction and rental assistance.

Since 1997, the City has used HOME funds for the First Time Homebuyer Program (FTHB), providing down payment assistance via a deferred loan for low income first time homebuyers. Ninety-eight loans have been funded since the inception of the

* Including carry-forward of \$7,951.

program. Because of market conditions and restrictions associated with the HOME Program, only one FTHB loan has been issued in Santee since July, 2012.

The City of Santee accesses HOME funding through a consortium comprised of the County of San Diego, the City of Encinitas, the City of Carlsbad, the City of La Mesa, the City of San Marcos and the City of Vista to administer Federal HOME funds. The County of San Diego acts as the administrator of the consortium, receiving HOME funding from HUD and disbursing funds to consortium members according to the terms of the consortium agreement executed by individual members. The City of Santee's portion of the consortium's Program Year 2013 HOME allocation was \$99,609.

FEDERAL CHANGES TO THE HOME PROGRAM

The federal Department of Housing and Urban Development (HUD) has recently issued revisions to regulations governing the use of HOME funds. The current consortium structure, in which agreements between the County and participating jurisdictions provide evidence of funding "commitment", does not satisfy the new HUD requirements. To maintain compliance with the revised regulations, the consortium itself will need to deliver funds directly to beneficiaries of HOME programs (e.g. first-time homebuyers). For example, the consortium, with the County acting as administrator, will need to originate loans to first-time homebuyers rather than reimbursing participating cities that have made a loan to assist a first-time homebuyer. The San Diego County Board of Supervisors is anticipated to adopt a new three-year consortium agreement under which the County will assume responsibility for administering all future first-time homebuyer loans within the consortium area. The County would offer a single FTHB program within the consortium jurisdiction.

The new consortium agreement would:

- Preserve the community's access to HOME funds.
- Funds would no longer be set-aside in individual agreements for use within specific jurisdictions.
- Persons interested in purchasing a home in Santee with FTHB assistance would apply directly to the County.
- The maximum loan amount available to Santee buyers would increase from \$40,000 to \$70,000.
- Participating cities within the consortium would be relieved of responsibility for underwriting loan applications, inspection of homes for compliance with federal standards and loan origination.
- City staff would continue to monitor the existing portfolio of outstanding loans. No reimbursement of staff expenses would be received.

In summary, because the City of Santee is not eligible to receive HOME funding directly from HUD, participating in a consortium of cities is necessary if the City wishes to continue to benefit from this funding source. The current consortium structure, in which funds are set-aside for individual participating jurisdictions, is not compliant with revisions to HUD regulations applicable to the HOME program. Preservation of Santee first-time homebuyer access to HOME funds would require participation in a consortium that does not set-aside specified funds for use in individual jurisdictions. While funds would no longer be set-aside for use only within the city of Santee, the community's

supply of housing is well-suited to the needs and means of first-time buyers.

As consortium administrator, the County of San Diego requests that each participating jurisdiction adopt a resolution indicating its interest in continuing as a consortium member and its position regarding the proposed transition to a single consortium-wide FTHB program administered by the County. A resolution regarding Santee's intent to continue participation in the restructured consortium will be presented on February 26.

E. PUBLIC PARTICIPATION AND ALLOCATION PROCESS

Public participation is an important part of the CDBG process. Two public hearings are required to meet the HUD requirements for citizen participation. In accordance with Code of Federal Regulations (CFR) Title 24, "Housing and Urban Development", Section 570.704, the City initiated the CDBG application process by publishing the Request for Proposals for Program Year 2014 on November 21, 2014 in the East County Californian, as well as posting the Request for Proposals on the City's website. Applications were due on January 16, 2014.

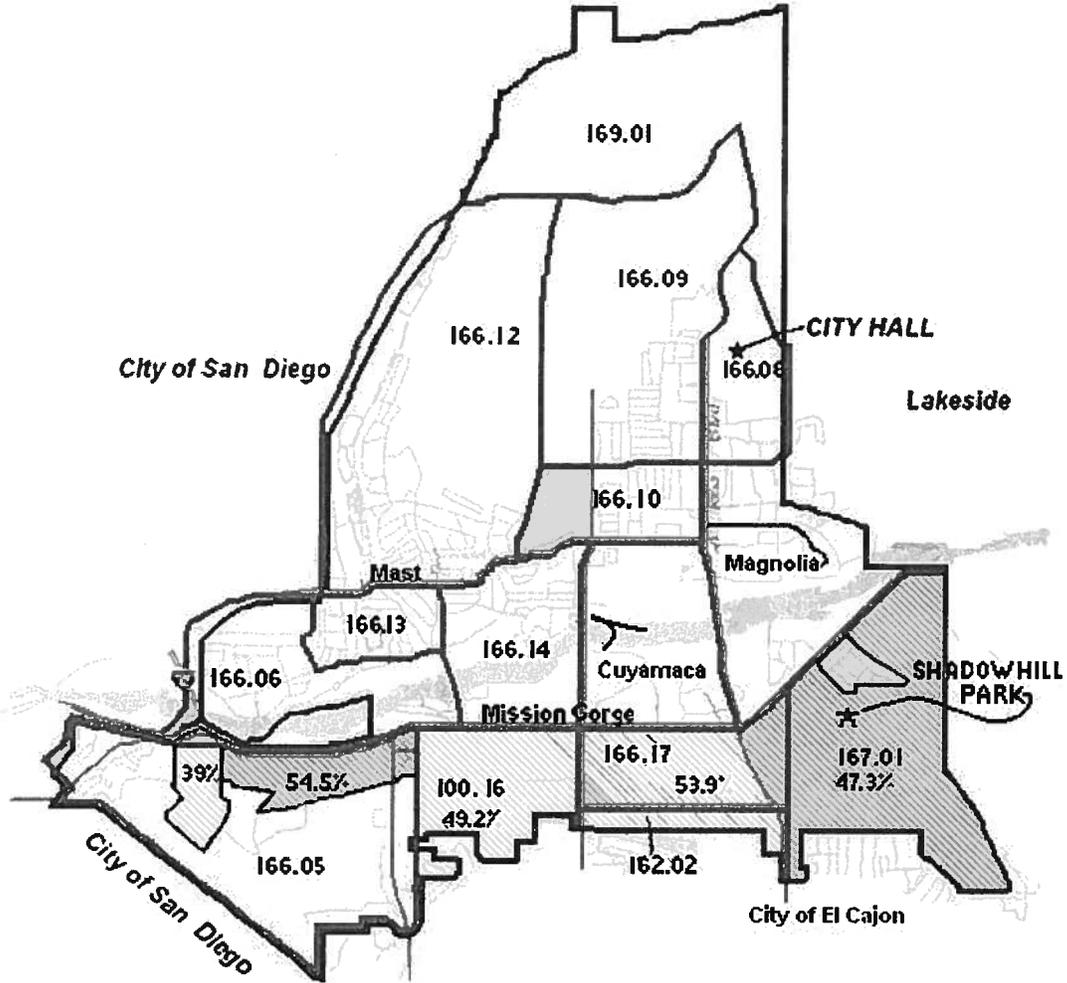
Notice of the public hearing was published in East County Californian on January 30, 2014 and posted throughout the community in order to solicit maximum citizen input. All applications which were received were made available for public review and comment. In this way, citizens are afforded an opportunity to examine the contents of all applications received and to provide comments prior to City Council decision on the funding of qualified applications, in compliance with CFR Title 24.

F. RECOMENDATION

- 1) Open public hearing and receive testimony; and
- 2) Continue the public hearing to February 26, 2014.

ATTACHMENT 2

CENSUS MAP



-  Low/Moderate Census Tracts 38%
-  City Boundary
-  Census Tract Boundaries
-  Census Block Groups

ATTACHMENT 3

SUMMARY OF REQUESTS

| | PUBLIC SERVICES | AMOUNT OF PY 2014 REQUEST | PROPOSED USE | PY 2012 ACCOMPLISHMENTS |
|---|-----------------------------------------------|----------------------------------|-------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| 1 | Cameron Family YMCA / Santee Aquatics Center | \$6,000 | Subsidize swim, gymnastics and fitness classes | 32 persons assisted (Prior Year Grant: \$1,000) |
| 2 | Crisis House | \$5,000 | Intervention services to prevent homelessness | 277 people assisted (Prior Year Grant: \$3,000) |
| 3 | Meals-on-Wheels | \$8,000 | Delivery of 2 meals per day to homebound seniors | 66 persons assisted (Prior Year Grant: \$7,872) |
| 4 | ElderHelp | \$10,000 | Support home bound persons to maintain their independence and continue living in their homes. | 26 persons assisted (Prior Year Grant: \$3,000) |
| 5 | Caring Neighbors (Lutheran Social Services) | \$10,000 | Provide minor home repairs to low-income seniors and disabled Santee residents | 48 persons assisted (Prior Year Grant: \$10,000) |
| 6 | Santee Food Bank (Santee Ministerial Council) | \$25,000 | Emergency food assistance. | 19,762 people assisted (Prior Year Grant: \$20,000) |
| 7 | Santee Santas | \$10,000 | Provide assistance to Santee families in crisis through the Holiday Program and Emergency Fund. | 221 persons assisted (Prior Year Grant: \$0) |

Total Requests: \$ 74,000

\$38,100 (Cap amount)

ATTACHMENT 3

SUMMARY OF REQUESTS

| | ADMINISTRATION | AMOUNT OF PY 2013 REQUEST | PROPOSED USE | PY 2012 ACCOMPLISHMENTS |
|---|-----------------------|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|
| 8 | CSA San Diego County | \$13,500 | On behalf of the City of Santee, conduct fair-housing testing and counseling. Provide tenant/landlord mediation services | 84 persons assisted with housing services (Prior Year Grant: \$9,500) |
| | City of Santee | \$37,300 | Administration of CDBG Program and Subrecipient Agreements | Maintained compliance with program regulations. |

Total Requests: \$ 50,800 (Cap amount)

| | PUBLIC FACILITIES | AMOUNT OF PY 2013 REQUEST | PROPOSED USE | PY 2012 ACCOMPLISHMENTS |
|---|---------------------------------------------------------------|------------------------------------------|--------------------------------------------------------------------------------------------------|----------------------------------------------------|
| | City of Santee - Section 108 Loan Debt Service | \$157,528 | Debt services for Buena Vista/ Railroad Avenue Neighborhood Road Improvements | In design. Budget fully funded. |
| 9 | Home of Guiding Hands | \$16,162 | Make repairs and improvements to group homes for persons with mental and physical disabilities | 12 persons assisted (Prior Year Grant: \$5,587) |

Total Requests: \$ 173,690

\$173,051 Estimate of funding available after allocating maximum allowed amounts to Public Services and Administration. (i.e. \$254,000 +7,951 - \$38,100 - \$50,800)

After paying debt service, \$15,523 remains available for Public Facilities activities.

ATTACHMENT 4
APPLICATIONS FOR FUNDING

PUBLIC SERVICES

City of Santee

Community Development Block Grant Program

APPLICATION FOR FUNDING

Program Year 2014

GENERAL INFORMATION: Date: 1-11-14

Agency Name: East County Family YMCA-Cameron Family Y Facility

Agency Address: 10123 Riverwalk Drive Santee CA 92071

Phone: 619 449-9622

Fax: 619 449-9624

E-mail: dlenz@ymca.org

Project/Program Contact Person (Name and Title): Debby Lenz, Associate Executive Director

Project/Program Location: Same as above

Phone: _____

Fax: _____

E-mail: _____

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014

RECEIVED

JAN 15 2014

Dept. of Development Services
City Of Santee

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

In partnership with the City of Santee, the East County Family YMCA opened a full-service YMCA and City Aquatics Center in 2003, located at 10123 Riverwalk Drive, Santee (166.15). Although the service area of the East County Family YMCA is all of East San Diego County, **this project will target low income and disadvantaged youth from Santee only.**

This project will benefit low income and disadvantaged Santee youth and teens by subsidizing class fees, thereby providing low cost swim, dance, physical fitness, sports and gymnastics lessons throughout the school year. We will target children who live in the qualifying low to moderate income census tracts through the schools located in those areas and will aid over 800 Santee children. Children included to receive these funds are students in the Santee school district grades K-8 in partnership with the YMCA to provide low cost swim lessons, sports, physical fitness, dance and aquatics lessons and safety. This program is focused on prevention of drowning as well as skill development through physical education in school age children and in partnership with the Santee School District's "Out of School Time Program" and "Project Safe."

- B. Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be very specific).

Gymnastics, aquatics, dance, sports and youth fitness programs are all supervised by accredited, experienced directors possessing bachelor's degrees. Staff are trained and certified through the respective program area requirements and screened through the YMCA of San Diego County's human resources department. All staff are live scanned, attend trainings to identify signs of child abuse, are mandated reporters and are trained in the YMCA character development program teaching and role modeling caring, honesty, respect and responsibility. The program operates throughout the school year – Tuesday and Thursday.

- **100** Santee school children will participate in five 2-week session of gymnastics.
- **300** Santee children will participate in swim lessons (five 2-week sessions) and **250** additional children will participate in 5-10 low cost swim lessons in the spring.
- Over **100** children will participate in sports, dance, cheer and physical fitness lessons through a partnership between the YMCA and the Santee School

District-Out of School Time Program (formerly "Project Safe") enabling 1st graders to 8th graders to participate in one two week - low cost session per school year.

- C. Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

The YMCA provides youth and pre-teens with opportunities to engage in activities that they might not otherwise be able to afford. The YMCA programs help to build children's self-esteem, promote self-discipline and teaches them skills that they will use the rest of their lives. Swim lessons, physical fitness, dance, sports and gymnastics contribute to improved general health (increased strength, cardio vascular development, skill development, and weight management) and have been shown to aid in decreasing youth and teen delinquency. YMCA youth and teen programs are designed to incorporate the character traits of caring, honesty, respect and responsibility and these traits are role modeled by all staff members. With the current economic strains placed on families due to job losses and home foreclosures, requests for financial assistance have increased. In these difficult times, it is vital that the YMCA provide a place for children to come to participate in physical activities under the supervision of responsible, caring adults.

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative.

1. Agency/Nonprofit Organization Information:

The YMCA of San Diego County is a California nonprofit public benefit corporation, incorporated in 1959. The East County Family YMCA-Cameron facility, is a branch of the YMCA of San Diego County, and has been in existence since the 1950s, providing the entire East County with valuable YMCA programming in order to meet the growing needs of the community. In 2003 the YMCA partnered with the City of Santee to build the Cameron Family YMCA and City of Santee Aquatics Center. This satellite facility is managed by the East County Family YMCA, which has operated a gymnastics center in Santee since 1982 under the name Cuyamaca YMCA. Programming and services provided by the East County Family YMCA include before and after school child care, day camps, swimming lessons and teams, gymnastics and cheer lessons, peewee, youth and adult sports, inclusion programs for individuals with disabilities, senior fitness programs, teen center and programs, and adult and youth fitness programs. Nobody is ever turned away from the YMCA due to an inability to pay; the YMCA provides financial

assistance and scholarships through funds raised by members and community support, in order to offer everyone the opportunity to participate in YMCA programming.

2. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

The East County Family YMCA, as a branch of the YMCA of San Diego County, practices generally accepted accounting methods, utilizing cost centers to ensure that grant funds are used as required by the city. Financial audits are performed annually by an independent accounting agency. A volunteer Finance Committee and the Board of Management monitor the Branch Budget monthly. Financial need of children or youth will be determined and records will be kept at the branch. Funding is recorded on the application registration form. CDBG funds will be provided only to qualifying Santee residents.

3. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

Deborah Lenz, the Associate Executive Director, will oversee the operation of the program. She has been with the YMCA for 30 years, and has been managing programs for her entire YMCA career. Jessica Osborne, as Administrative assistant, will administer the funds and will ensure that eligible Santee children will receive the free or reduced gymnastics, sports, dance, fitness and swimming lessons. Both staff members have a wealth of experience in implementing, administering, and tracking grant funds used and numbers of participants reached (including previous CDBG grants). A copy of the YMCA's financial assistance policy will be provided upon request.

The Executive Director/Vice President, Rob Sauvajot works closely with the 60-member Board of Management to ensure that funds are used according to CDBG requirements, and that the program is meetings its goals and objectives.

4. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

None

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014

RECEIVED

JAN 16 2014

Dept. of Development Services
City Of Santee

GENERAL INFORMATION: Date: January 15, 2014

Agency Name: Crisis House

Agency Address: 1034 N Magnolia Avenue El Cajon, CA 92020

Phone: _____

Fax: _____

E-mail: _____

Project/Program Contact Person (Name and Title): Jack Micklos, Assistant Director

Project/Program Location: 1034 N. Magnolia Avenue El Cajon, CA 92020

Phone: 619-444-1194 x 306

Fax: 619-444-1422

E-mail: jmicklos@crisishouse.org

Type of Project (check one):

Public Service Activity

[x]

Public Improvement (Construction)

[]

Acquisition of property

[]

Other (describe)

FUNDING INFORMATION:

Amount Requested from Santee: \$ 5,000

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

Total Project/Program Budget: \$ 286,722.78

Source of Other Funds: HUD COC, SDG&E, Healthcare for the Homeless, San Diego Food Bank, private contributions

(Describe)

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Mary Case, Executive Director

Type or Print Your Name and Title


Signature

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014

- A.** Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

The objective of Crisis House's homeless prevention program is to engage Santee residents in case management services in order to assist those who are homeless in becoming more self-sufficient and find housing and to prevent other very low income people from becoming homeless. Client services are provided to meet the strategy of homeless prevention or intervention through a 'person centered' case management approach. Services and activities will be provided to assist the client to include long term and short term resolutions. Long term resolutions include activities such as budgeting, income attainment, work supports, long-term transitional housing, peer support or counseling for victims of domestic violence. Short term activities include referral and placement in emergency shelters/transitional housing, food, clothing, medical insurance enrollment, Cal Fresh (Food Stamps) enrollment, access to medical care on site and medical referrals, utility discounts, and other services unique to each client. Crisis House services are offered to all ages, male and female. The criteria for people receiving services are that they are residents of the City of Santee. We project that we will serve approximately 300 Santee residents annually, based upon historical data.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be very specific).

The project activities will be primarily carried out by the Emergency Assistance Assessment Specialist/Case Manager. The Domestic Violence Mental Health Counselor and Case Manager and an Addictions Specialist will also see special needs clients. The project will be supervised by the Assistant Executive Director/Resource Coordinator who will also provide direct services as needed. He also directs the flow of service delivery to ensure that clients receive all the services they need and want and ensure documentation and reporting. We expect to provide service to 300 residents from Santee, based upon our history of service delivery, averaging 25 contacts per month. The services will be provided over a 12 month period beginning July 1, 2014 and will end June 30, 2015. It is estimated that services will be provided to Santee residents daily during normal business hours from 8:30 to 5:00 pm Monday – Friday (Food Pantry is closed Tuesday – Thursday afternoons).

- C. Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

The project meets the National Objectives by benefiting low and moderate income persons. It meets the City of Santee consolidated plan priorities by providing assistance to the homeless and assisting lower income renters and homeowners.

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative.

1. Agency/Nonprofit Organization Information:

Crisis House was established in 1970 and re-incorporated in 1987 Non-P Public Benefit Corporation as specified in Section 501 (c) (3) of the Internal Revenue Code and under the laws of the State of California. Crisis House is a “safe hub” providing a continuum of services for the economically disadvantaged and homeless residents of East San Diego County. Our mission is to respond immediately to break the cycle of poverty, domestic violence and homelessness and strengthen families so they can thrive and transform their lives. Our vision is a thriving community where everyone is safe, healthy and self-sufficient. We do all of this in the spirit of our values: Hope • Integrity • Respect • Empowerment • Excellence. Our motto is to: Respond, Connect and Renew.

Services currently provided at Crisis House include Emergency and Social Services and Housing Services. Services include assessment, crisis intervention (walk in and call in), information and referral, education and advocacy, seasonal emergency shelter placement (rotational shelter) emergency food and children's pantry, clothing, , homeless food packs, homeless hygiene kits, homeless storage, phone and mail service, healthcare, transitional housing (66 beds for families, victims of domestic violence and disabled adults with addiction and/or mental health issues), domestic violence services, and annual project homeless connect and holiday adopt-a –family program.

2. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

Crisis House uses a double entry accrual accounting system with separate accountability of funds. The agency uses a fully integrated accounting software package designed specifically for non-profit entities. Cost centers are established for each grant, contract or funding source. All revenue under grants and cost reimbursement contracts is recognized as earned. Expenses are charged to the program receiving benefit from expense. All expenditures are supported by source records which clearly identify costs as allowable contract expenditures. All expenditures must receive proper authorization prior to payments being issued. All Crisis House checks require two signatures by the Executive Director and the Assistant Director and all void and cancelled checks are retained. All supporting documents are stored for a minimum of five years. Bank reconciliations are performed monthly and are reviewed monthly and are approved by the Executive Director or assistant Executive Director in the absence of the Executive Director. The Board of Directors of Crisis House review the financial reports at their quarterly meetings. Each year Crisis House contracts with an independent Certified Public Accountant to perform a complete audit of the agency's financial records and procedures.

3. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

The Executive Director has a Masters degree in Social Work with a concentration in Social Services Administration and supervises up to 8 interns over each semester/quarter school year. 2 Master's level social work interns and 1 bachelor level social work intern (senior) provide 200-400 hours each in the programs. She has over 35 years experience working in the non-profits sector as a Vice President of Programs for a large multi-service organization and Director of Housing for another national non-profit organization prior to coming to Crisis House.

The Assistant Director has 15 years experience in the management and provision of social services with a specialty in working with homeless and ex-offenders employment programs. He supervises the day-to-day program operations and reporting, assists with budgeting and other administrative responsibilities.

The Accounting Manager has an AS degree in accounting and bookkeeping and additional coursework in managerial accounting. She has worked for Crisis House for over nine years and has been managing two HUD Transitional Housing grants; one with 3 subcontractors and worked directly with our internal auditors for the past two years. Our Domestic Violence Mental Health Counselor has a MA in Counseling Education and supervises 2 masters' level student interns. She recently retired from the San Diego Housing Commission after 20 years of experience and recognition as Director of Section 8, Public Housing and HUD consultant.

The Addictions Case Manager has over 15 years of experience working with those who have alcohol and drug addictions. He is working toward becoming a Registered Addiction Specialist (RAS).

The Emergency Services Case Manager has over 12 years of experience working for Crisis House as the Emergency Assistance Assessment Case Manager. She assesses and provides case management services based upon individual need and interest. She connects clients to all Crisis House services (including co-located services) and those in the community and advocates on their behalf to access needed services.

4. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

Crisis House has no member, officer, or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which would be affected by any action in execution of this application.

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014

GENERAL INFORMATION:

Date: December 11, 2014

Agency Name: Meals-on-Wheels Greater San Diego, Inc.

Agency Address: 2254 San Diego Ave #200, San Diego, CA 92110

Phone: 619-260-6110 Fax: 619-260-6373 E-mail: jhowell@meals-on-wheels.org

Project/Program Contact Person (Name and Title): Marian Mann, East County Service Center Manager

Project/Program Location: East County Service Center, 1488 Pioneer Way Suite 4, El Cajon, CA 92020

Phone: 619-447-8782 Fax: 619-447-2308 E-mail: mmann@meals-on-wheels.org

Type of Project (check one):

| | |
|-----------------------------------|-------------------------------------|
| Public Service Activity | <input checked="" type="checkbox"/> |
| Public Improvement (Construction) | <input type="checkbox"/> |
| Acquisition of property | <input type="checkbox"/> |
| Other (describe) | |

FUNDING INFORMATION:

Amount Requested from Santee: \$8,000

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$3,000.

Total Project/Program Budget: \$125,000

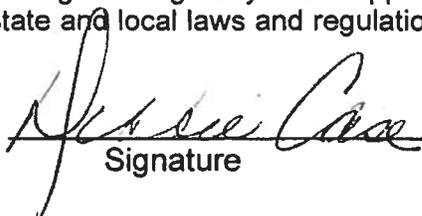
Source of Other Funds:

Meals-on-Wheels Greater San Diego, Inc., sources of other funds include individual donations, private foundation grants, bequests, corporate sponsorships, in-kind donations and CDBG funding from other San Diego County municipalities. In addition, we charge a very low client fee of \$7.00 per day for the delivery of two meals and a beverage. This fee covers less than half of our actual direct costs to purchase, prepare and deliver the meals. For us to meet the need and continue to serve homebound seniors, we raise funds through:

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Debbie Case, President & CEO
Type or Print Your Name and Title


Signature

**City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014**

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.**

Meals-on-Wheels Santee is an ongoing public service program that supports the independence and well-being of seniors by providing home meal delivery service. Through this program, each day, we provide homebound seniors, age 60 and over with two meals and a beverage delivered right to their door. In CDBG year 2012-13, we served and delivered meals to 68 Santee seniors.

- B. Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be very specific).**

The Meals-on-Wheels Santee program is successfully managed by East County Service Center Manager, Marian Mann. Marian has been with Meals-on-Wheels Greater San Diego, Inc., for nearly a dozen years and has 9 years of experience running this specific program. Any and all funding received from the City of Santee will be expended during the 2014-2015 funding year. We provide home meal delivery to our clients six days a week, including holidays (Sunday meals are delivered on Saturday).

- C. Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.**

Meals-on-Wheels Santee meets CDBG National Objective #1 and the City of Santee Priorities #5. Our home-delivered meals enable lower and moderate income seniors to remain in their homes.

Our meal delivery service is restricted to seniors (62 years and over), and, as such, falls under item (e) of the Basic Eligibility Activities.

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative.

1. Agency/Nonprofit Organization Information:

Meals-on-Wheels Greater San Diego, Inc., has been providing meal delivery service to San Diego County seniors for over 53 years. A local 501(c)(3), independent non-profit, we were founded in 1960 and incorporated in 1970. Our mission is to support the independence and well-being of seniors. Meals-on-Wheels provides home-delivered meals to seniors who are unable to meet their need for daily nutrition. We provide up to two meals a day (lunch, dinner and beverage) for seven days a week. Meals are delivered by our caring volunteers along 96 different routes throughout San Diego County.

2. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

When a client signs-up for the Meals-on-Wheels service their personal information is recorded manually by the Service Center Manager. These records are then entered into a robust database, SERVtracker. Reports identifying age, income level, location, etc., are generated from SERVtracker to help monitor and evaluate our service and ensure we continue to best serve our senior clients. Meals-on-Wheels has a full Finance Department and uses QuickBooks Premium for Non-Profits. Each grant is assigned a unique identifier making it possible to track grant expenditures. Meals-on-Wheels Greater San Diego has an Accounting Policies and Procedures Manual.

3. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

Marian Mann, the East County Service Center Manager, is the administrator of Meals-on-Wheels Santee. Marian has been with Meals-on-Wheels over 14 years and has extensive experience with this program. Ms. Mann started her tenure with Meals-on-Wheels Greater San Diego, Inc., as a counselor in 1999, and became the Service Center Manager in 2002. She has been successfully administering the Santee program since 2006.

5. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

None.

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014

RECEIVED

JAN 14 2014

Dept. of Development Services
City Of Santee

GENERAL INFORMATION: Date: January 7, 2014

Agency Name: ElderHelp of San Diego

Agency Address: 6150 Mission Gorge Road, Ste 140, San Diego, CA 92120

Phone: 619-284-9281

Fax: 619-284-0214

E-mail: info@elderhelpofsandiego.org

Project/Program Contact Person (Name and Title): The Concierge Club

Anya DeLacruz, Member Services Director

Project/Program Location: Most of San Diego County with emphasis on central and eastern region

Phone: 619-284-9281x125

Fax: 619-284-0214

E-mail: adelacruz@elderhelpo

Type of Project (check one):

Public Service Activity

Public Improvement (Construction)

Acquisition of property

Other (describe)

11

* Community support for low-moderate income persons in need

FUNDING INFORMATION:

Amount Requested from Santee: \$ 10,000

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

Total Project/Program Budget: \$ 610,615

Source of Other Funds: Government Contracts, Grants, Individuals, and Fundraising

(Describe)

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Deborah Martin, CEO/Executive Director

Type or Print Your Name and Title


Signature

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014

RECEIVED

JAN 14 2014

Dept. of Development Services
City Of Santee

- A.** Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

The Concierge Club is the evolution of ElderHelp's core case management, information and referral resource as well as volunteer caregiver programs. Membership provides opportunities for LMI seniors to improve their physical and mental health through socialization, recreational activities, as well as coordination and access to healthcare. Our services include health advocacy, in-home services provided by volunteers, high level case management, trusted referrals, grocery shopping, escorted transportation, home safety inspections and modifications, minor home repairs, light housekeeping, companionship, financial advocacy, and pet care.

In addition, our program addresses the issue of social isolation among the elderly that is a costly problem for our healthcare system. An isolated senior will suffer from worsened condition due to chronic illness, increased mortality rates, decreased mobility and poor mental health. We provide our members with a coordinated care plan that includes a comprehensive 26-page needs assessment, evaluation and implementation of the care plan as well as ongoing advocacy.

We currently provide services to 7 low income seniors and have assisted a total of 13 seniors since July 2013 living in Santee. We provide services at low cost to the seniors we are serving. The direct services that are being utilized include transportation and in home assistance. In addition, our Member Care Coordinators connect the seniors to valuable resources as well as provide assistance with benefits.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be very specific).

Our Care Management team is very active in monitoring the well being of each and every one of our members. The Member Care Coordinator actively participates in monthly phone calls and quarterly surveys to track the care provided to the Concierge Club member as well as tracking member satisfaction. A match review meeting is conducted two times per month to ensure that the member and volunteer are appropriately matched. The entire staff (100%) will provide advocacy on behalf of the senior to improve understanding of circumstances. On a quarterly basis, staff members will reassess, monitor and advocate on behalf of all members. Staff will track all member requests and requests/activities fulfilled as well as results of satisfaction and impact survey.

The Volunteer Services team will collect and submit total monthly volunteer hours. And the Preferred Provider Network partners and staff will collect and submit the number of referrals generated on a quarterly basis. Results are collected and presented in a monthly statistics report. The team meets monthly to discuss observations as well as compliance with policy and procedures.

C. Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

Our Mission at ElderHelp is to provide personalized services and information that help seniors remain independent and live with dignity in their own homes. The vision of the City of Santee is to support "Exceptional and dedicated people working together for a dynamic and progressive City where family, community and diversity are embraced." Our services address the needs of the low to moderate income seniors 62 years or older living in the City of Santee who are isolated and in need of community support. By providing affordable assistance to low income seniors who are on the fringes of poverty, we assure that these individuals are going to be at less risk for homelessness or institutionalization. The Concierge Club is able to provide an environment that is safe and affordable with improved health outcomes.

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative.

1. Agency/Nonprofit Organization Information:

During the 1960's, a group of inner city ministers, business leaders and SDSU School of Social Work conducted a needs assessment among elderly living in Mid City. The result was a large population of seniors in need who were in failing health and living in poverty. A community-based agency called Mid City Senior Enterprises was formed in 1973 to assist these individuals to remain living independently in their own homes. In April of 1974, ElderHelp earned a non-profit 501c3 status and developed over two-dozen programs to respond to the needs of seniors who hope to safely age in their own homes. In 1991, the agency changed its' name to ElderHelp of San Diego and became an advocate for seniors in need of care and services to safely age in their own homes.

The Mission of ElderHelp is to provide personalized services and information that help seniors remain independent and live with dignity in their own homes. ElderHelp provides an array of programs that continue to include case management and homecare services through the Concierge Club, live-in matching services through the HomeShare program and transportation support through Seniors-A-Go-Go. In addition, ElderHelp provides seniors with access to tax assistance, legal help, benefits counseling and information beneficial to seniors. In 2012, our programs successfully provided services to 4,418 seniors whose goal was to remain living in their own homes and communities. We are constantly evaluating our programs to create a standard for best practice as well as promote awareness within the County of San Diego.

Our Values

Compassion, Integrity, Community, Accountability, Respect, and Excellence.

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JAN 14 2014

**Dept. of Development Services
City Of Santee**

2. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

The agency follows Board-approved accounting policies which are in accordance with Generally Accepted Accounting Principles (GAP). All direct and indirect costs are accounted for by projected classification which precludes the possibility of co-mingling funds. All direct costs will be related to this project only. Salaries will be allocated according to FTE assigned to the project. Indirect costs are allocated using an agency-established allocation system based on average usage. ElderHelp uses Quickbooks accounting system which allows for accounting by general ledger account as well as project classification. ElderHelp has a full independent audit each year. The results of these audits are available upon request. Internal control to minimize fraud include segregation of duties, dividing accounting function among three staff members. ElderHelp employs a fund accounting system to track grant funds in excess of \$10,000 which are to be used over time. Upon receipt of those funds an Equity Account is established on the Balance Sheet to track the funds. As the funds are expended, the expenses are coded by classification related to the Equity Account and the funds are drawn down monthly as expended.

ElderHelp strives for a diversified, wide net of funding to provide stability during periods of economic downturns. Currently, our funding averages 31% grants, 25% contracts, 8% corporate, 28% individual and 8% in-kind donations. We hope to continue this diversified funding program in order to ensure long-term sustainability as well as the ability to increase our capacity. For every grant that we receive, 80% of every dollar goes directly to programs. We continue to re-engineer many aspects of our Concierge Club to advance our mission by meeting the future needs of seniors and supporting the increased need for long-term care.

3. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

Anya Delacruz, Member Services Director, oversees the program staff and Concierge Club. She has over 10 years experience working with seniors. She joined ElderHelp in 2008 and has played an integral role in developing the village model for the organization. She actively oversees the enrollment process and focuses on increasing the Concierge Club membership as well as positioning the Concierge Club to meet the future demands for long-term support services.

ElderHelp currently employs 11 FT and 5 PT employees. We rely heavily on our front line of volunteers to provide services to seniors. The organization has mobilized and expanded a paraprofessional volunteer workforce that is augmenting the need for paid caregivers and assisting overburdened families. The Concierge Club has grown to service 297 members supported by 311 direct service volunteers who provide service in the home as well as transportation.

RECEIVED

JAN 14 2014

**Dept. of Development Services
City Of Santee**

4. **Conflict of Interest:**

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

There is no conflict of interest involved with ElderHelp and the execution of this application.

RECEIVED

JAN 14 2014

**Dept. of Development Services
City Of Santee**

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**City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014**

JAN 15 2014

Dept. of Development Services
City Of Santee

Date: January 10, 2013

GENERAL INFORMATION:

Agency Name: Lutheran Social Services of Southern California (LSSSC)

Agency Address: 2560 N. Santiago Blvd, Orange, CA 92867

Phone: (714) 685-1800 **Fax:** (714)279-8216 **E-mail:** sstephens@lsssc.org

Project/Program Contact Person (Name and Title):
Santee Caring Neighbors, Suzanne Stephens, Program Coordinator

Project/Program Location: Santee Caring Neighbors, 9735 Halberns Blvd, Santee

Phone: (619) 448-1888 **Fax:** (619) 448-1888 **E-mail:** sstephens@lsssc.org

Type of Project (check one):

| | |
|-----------------------------------|-------------------------------------|
| Public Service Activity | <input checked="" type="checkbox"/> |
| Public Improvement (Construction) | <input type="checkbox"/> |
| Acquisition of property | <input type="checkbox"/> |
| Other (describe) | <input type="checkbox"/> |

FUNDING INFORMATION:

Amount Requested from Santee: \$ 10,000

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

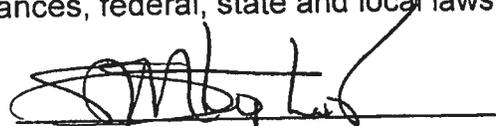
Total Project/Program Budget: \$18,339

Source of Other Funds: LSSSC general fund, LSSSC foundation, private donations, other grants

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Suzanne M Stephens, Caring Neighbors Coordinator
Type or Print Your Name and Title


Signature

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014

- A.** Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.
- Provide minor home repairs for low and moderate income to:
 1. Adults with disabilities
 2. Seniors
 - .Create a safe home (install grab bars, smoke & CO detectors)
 - One-on-one interview to assess not only home repairs needed but other areas that the resident could use support.
 - Provide additional resources (services & programs) that may be useful to maintain ones health and enrich their lives.(transportation, meals, food, socialization & companionship)
 - A projection of 44 Santee residents would benefit from this project. (This is the 10% increase of the current contract's projections)
- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be very specific).
- The Santee Caring Neighbors Coordinator will administer the program.
 - The one-on-one interviews and home repairs will be on-going throughout the term of the grant with several residents receiving services each month.
 - Quarterly performance reports will be submitted with demographic data via submittal of the Program Overview and the CDBG Eligibility Report to the Housing Program Administrator by the 15th day of the following month.
- C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.
- The limited resources of the CDBG grant are used for the Santee community.
 - All our clients are low and moderate income seniors and adults with disabilities.
 - By volunteers making needed repairs and safety upgrades our residents are able to remain in their homes and keep their self-respect.
 - Provides a public service to seniors and adults with disabilities by providing the many community resources available, allowing them to maintain a healthy and independent life-style.
 - Connects volunteers making home repairs with residents who are unable to do for themselves thus creating a true sense of community.

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of incorporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaboration.

1. Agency/Nonprofit Organization Information:

Lutheran Social Services (LSS) was incorporated in 1946 in the state of California as a Not-For-Profit Corporation under section c (3) of the Internal Revenue Service Code. LSS has a rich history of providing a variety of assistance services to lower income, homeless and disenfranchised. Currently LSS offers other services including employment assistance, senior services, counseling & behavior health, emergency assistance and disaster response.

The Santee Caring Neighbors program is in its fifth year of helping to keep people living an independent life and staying connected with their community.

2. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

LSS complies with the OMB Circular A-100 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls and maintain necessary source documentation for all costs incurred.

LSS will also administer its program in conformance with OMB Circulars A-122 "Cost Principles for Non-profit Organizations" as applicable. This shall be applied to all costs incurred whether charged on a direct or indirect basis.

LSS will maintain documentation and record-keeping, including:

- A full description of each activity undertaken
- A record demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program.
- Eligibility of activities
- Compliance with Fair Housing and Equal Opportunity components

3. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

Direct Administration: Suzanne Stephens, Santee Caring Neighbors Coordinator

Suzanne is the program coordinator for Santee Caring Neighbors since August, 2009

Supervisory (support): John Taylor, LSSSC San Diego Director

Director (support): Lindsay Hubby LSSSC CEO

4. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

(NONE)

Project Summary:

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and the estimated number of Santee residents who would benefit from the project.

The Food Bank's purpose is to gather and share grocery products with our neighbors in need. We provide emergency food assistance to low and moderate income residents of Santee, who receive a minimum four-day food pack once a month. We currently serve approximately 1,580 people per month, with an average of 600 families served every month.

- B. Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be very specific).

Ours is an ALL-VOLUNTEER organization, who donate more than 14,650 hours each year. First, the Food Bank Committee manages the administration of the Food Bank, educates the community, applies for grants, and monitors and oversees the operations. Second, our volunteers work seven days a week picking up fresh rescue and donations from our area stores. The Food Bank is OPEN for distribution on Wednesday and Friday, and the first Saturday of each month from 9:00-11:00 a.m. Volunteers come early to set up and stay late to meet the ever-increasing demands. We likewise distribute government excess commodities on the third Tuesday of each month, with numerous volunteers assisting during these times as well.

- C. Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

The Food Bank exists to benefit low and moderate income residents of Santee (National Objective). Emergency food assistance provides relief for homeowners and renters in Santee by freeing resources for housing and utility costs (City Priorities 1, 2, 4, 6). We are a public service provider of emergency food created to serve lower to moderate income persons (City Priority 5, Eligible Activity E).

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative.

1. **Agency/Nonprofit Organization Information:**

The Santee Food Bank is a DBA of the Santee Ministerial Council operating with a 501c3. We celebrated our 30th year of service to the community in 2013, as our first date of food distribution was August 3, 1983, with a formal incorporation in 1990. The Food Bank provides emergency food relief to all our Santee neighbors in need, without discrimination in line with Federal regulations.

2. **Financial:**

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

ALL funds pay for the purchase of food and food storage. With no paid employees, we operate with minimal administrative costs. There are operational costs and power bills, insurance and trash fees, along with building and appliance maintenance. As the need to move to a larger facility is underway, we are requesting an additional \$5,000.00 to help with the higher utility fees and insurance costs, along with growth in clientele. Internal records are kept by our coordinator and administrator. Intake sheets record the number and statistics of those served. We have a yearly independent audit of our books and oversight is provided by the Santee Ministerial Council and the City of Santee.

3. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

Duane Flewelling is serving as the Administrator and has served on the Food Bank Committee for more than four years. Diane Wilkerson, the Community Coordinator, has been serving for more than twenty years and continues to excel in her volunteer position. Marty Smotherman, a retired Cost Analyst, is our Treasurer and maintains volunteer and client statistics. The Food Bank Committee each has experience from working with their own church and civic organizations in diverse leadership roles.

Committee Members:

**Duane Flewelling, Administrator; Newbreak Church
Marsi Walker, Secretary; The Church of Jesus Christ of Latter-day Saints
Marty Smotherman, Treasurer; Santee United Methodist Church
Sandy Olewine, Committee Member, and President of the Santee Ministerial Council; Santee United Methodist Church
Phil Herrington, Committee Member; Pathways Church
Frank Placone-Willey, Committee Member; Summit Unitarian Universalist
Gwen Jones-Lurvey, Committee Member; Retired Pastor, Santee United Methodist Church**

4. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

There is no know conflict between the Santee Food Bank and the City of Santee.

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014

RECEIVED

JAN 08 2014

GENERAL INFORMATION: Date: January 6, 2014

Agency Name: Santee Santos Foundation, Inc.

Dept. of Development Services
City Of Santee

Agency Address: P.O. Box 710033, Santee, CA 92072-0033

Phone: 619-258-5947

Fax: None

E-mail: santee santas@yahoo.com

Project/Program Contact Person (Name and Title): Sam Modica, President, 619-813-6422 or Gail Ramer, Vice President, 619-559-3597

Project/Program Location: Varies from year to year. Organization relies on donation of empty retail space for the month of December.

Phone: _____

Fax: _____

E-mail: _____

Type of Project (check one):

Public Service Activity

Public Improvement (Construction)

Acquisition of property

Other (describe)

FUNDING INFORMATION:

Amount Requested from Santee: \$10,000.00

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

Total Project/Program Budget: \$ 29,209.00

Source of Other Funds: Private Donations

(Describe)

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Samuel J. Modica, Jr. President

Type or Print Your Name and Title


Signature

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

Santee Santas Foundation's primary focus is a December Holiday Program. Qualified Santee residents are provided with a complete holiday meal (turkey, potatoes, dressing, vegetables, fruit, butter and milk) as well as non-perishable food to last approximately two to three weeks. In addition, books are provided for all of the children in the family as well as toys for children 10 and under and gift cards for children 11 and older. The holiday program benefits up to 300 families (including Seniors) a year within Santee City Limits (in 2013 we assisted 222 families/seniors with a total of 406 children). This program was created primarily to provide food for the needy families and seniors as well as educational books for children. In addition, as part of our Seniors Project, gifts of clothing, flowers and stuffed animals, are given to residents at Stanford Court and the Mobile Home Parks in Santee.

We also have an Emergency Assistance Program. We coordinate with the Santee Fire Department to assist families in need as a result of an emergency such as a fire or serious medical emergency. The fire department will notify us of families in these situations and our Santee Fire Department representative on our Board of Directors will assist the families needing our assistance in submitting an application for Emergency Assistance. We then provide gift cards to help the family to buy food or clothing, as needed. This program averages helping 1 to 3 families a year within the Santee City Limits.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be very specific).

The activities for both programs are managed by its Board of Directors. The Board Members also supervise any community volunteers who help with the Holiday Program. The Holiday Program is conducted during the month of December and all items are given out to the recipients before December 25th each year. The Emergency Assistance Program is available throughout the year and assistance is provided to each recipient, as they are approved for aid.

Each year, prospective applicants, who reside within the boundaries of the Santee School District and meet income requirements as specified by eligibility guidelines set forth by the California Department of Education's Free and Reduced Lunch Program, are required to submit the following documentation to be considered for the Santee Santas Foundation's Holiday Program:

Completed and signed Santee Santas application that details family members, address, ages and income status; provide proof of income for all adults, including current employer, Social Security Benefits, Food Stamp Benefits, retirement, unemployment benefits, child support, foster care grants, etc., for all adults; provide a copy of their Government issued ID (e.g. CA Drivers License), provide a copy of a rental or lease agreement, rental/lease or mortgage assistance forms or mortgage statement; provide a list of any other agencies they have applied for assistance such as Crisis House, Salvation Army, etc.; and provide additional written documentation as needed. Once an applicant's documentation is approved they are added to the list for the Holiday Program. A similar application process is used for individuals requesting emergency assistance/funds. All Board Members are notified of the circumstances and if the emergency meets our criteria, a vote is taken to approve or not approve. In many cases, a home visit is also conducted before any aid is given.

- C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

These programs are eligible for consideration based on the National Objectives to provide services to low and moderate income persons; City of Santee Priorities to assist lower income renters and lower to moderate income home owners and provide public services to Basic Eligible Activities by providing emergency food and housing services, services for seniors and supplying educational materials to Children.

1. **Agency/Nonprofit Organization Information:**

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided.

Santee Santas was founded in 1953 and incorporated on November 1, 1990 as "Santee Santas Foundation, Inc. Santee Santas is a charitable organization and is tax-exempt under section 501(C)(3) of the Internal Revenue Code as documented in the Department of Treasury letter of July 20, 1995. The tax identification number is 33-0199582. Santee Santas provides services to men, women and children of low to moderate income. All services are offered to any member of the Santee Community who meets the eligibility guidelines for services requested.

2. **Financial:**

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

The Treasurer is a member of the Santee Santas Board of Directors. Standard accounting practices are followed using a fiscal year ending March 31st. All payments made must be previously approved in the budget or approved by a majority vote of the Santee Santas Board of Directors. All payments are in support of the mission of the Santee Santas Organization and are in accordance with the by-laws. Receipts are maintained for every expenditure. The checkbook is reconciled each month with the bank statement. A financial report is presented by the treasurer at each Board of Directors meeting. The financial records are reviewed on an annual basis by an external party.

3. **Personnel:**

Identify the staff administering/implementing this project and provide their experience in similar programs.

**Samuel J. Modica, Jr. (Sam), President
Board Member for 5 years and past Secretary for 3 years; Assistant Food Program Coordinator for 5 years; Volunteer for 1 Year.**

**Gail Ramer, Vice President
Board Member for 7 years; Food Program Coordinator for 5 years**

Tonya Hendrix, Secretary
Board Member for 2 years.
Teacher at Rio Seco School – Pre-Algebra, Science and Avid

Vicki Cecil, Treasurer
Board Member for 5 years, has BA degree in accounting

Jerelyn Lindsay, Board Member
31 years in education, 9 years as a teacher, 24 years as an Elementary Administrator
Lead of Student Assistance Team that finds appropriate resources academically for students along with support for students/families in need
Serve as the liaison between the Santee School District and the Santee Santas Foundation
Coordinates the canned food drive for all the elementary schools in Santee

Marie Gregory, Board Member
Board Member for 8 years; Chairman of the Senior Flower Program for 14 years.

Diana Meza, Board Member
Board Member for 4 years

Tim Leonard, Board Member
Board Member for 1 year, Santee Firefighter

Laura Plante, Board Member
Board Member for 1 year; Chairman of Toy Program

John Morley, Board Member
Board Member for 1 year

Kristine Costa, Board Member
Board Member for 1 year

4. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

None of the Board of Directors for the Santee Santos Foundation has a conflict of interest with the City of Santee, its boards, commissions, committees or holdings with the exception of Tim Leonard who is a Santee Firefighter. He is the Santee Fire Department liaison between the Fire Department and the Santee Santos Foundation. Additionally, John Morley also serves as a member of the Santee Parks and Recreation Committee.

ADMINISTRATION

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014

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JAN 15 2014
BY: DDS, MZ

GENERAL INFORMATION:

Date: January 14, 2014

Agency Name: CSA San Diego County

Agency Address: 131 Avocado Avenue, El Cajon, CA 92020

Phone: (619) 444-5700 Fax: (619) 447-5761 E-mail: estela@c4sa.org

Project/Program Contact Person (Name and Title): Estela DeLos Rios,
Executive Director

Project/Program Location: 131 Avocado Avenue, El Cajon, CA 92020

Phone: (619) 444-5700 Fax: (619) 447-5761 E-mail: estela@c4sa.org

Type of Project (check one):
Public Service Activity [X]
Public Improvement (Construction) []
Acquisition of property []
Other (describe)

FUNDING INFORMATION:

Amount Requested from Santee: \$13,500

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$3,000.

Total Project/Program Budget: \$14,500

Source of Other Funds: In-kind hours, volunteer, donations
(Describe)

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Estela DeLosRios, Executive Director
Type or Print Your Name and Title

Estela DeLosRios
Signature

- A.** Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

CSA San Diego County, formerly Heartland Human Relations and Fair Housing Association, proposes to provide fair housing and tenant/landlord services that address both discrimination in housing and conflicts that arise between tenants and landlords. The services are a core service provided by the agency. Our services have been available primarily to low and moderate income residents. We anticipate serving up to 160 residents in Santee during FY 2014-2015 through direct phone contact, face-to-face mediation, distribution of our bilingual Fair Housing handbooks, our website, and through participation in the Santee Collaborative.

CSA has one staff member who is a resident of Santee and we participate in the Santee Collaborative, East County Action Network, and the East County Service Providers. Through these organizations, staff disseminates information about housing so that our services are more fully utilized. The services we provide are available in English, Spanish, and Arabic.

Goals

Specifically, our Program Goal is to assist the City of Santee to provide housing that is free of discrimination, where conflicts between tenants and landlords are adequately addressed, and where adequate planning occurs to address needs as they develop. Additionally, CSA would perform four matched sets of tests for housing discrimination based on race.

Objectives and Services

Our Program Objectives (numbered) and Services (bullets) below will meet these goals:

- 1) Reduce discrimination in housing
 - o Provide consultation and respond to all fair housing and tenant/landlord calls from residents
 - o Provide advocacy for equal housing opportunities
 - o Assist victims of discrimination under state and federal law and process violations
 - o Access the need for individual fair housing testing and complaint verification
 - o Make referrals when necessary to the Department of Fair Employment and Housing
 - o Fair Housing Testing of four sites within the City of Santee.
 - o Assist in & be responsive to addressing the recommendations of the Analysis of Impediments to Fair Housing Choice
 - o Address the City of Santee's Housing Element and Consolidated Plan
- 2) Reduce tenant/landlord conflicts
 - o Provide conflict resolution counseling by phone
 - o Offer mediation services where other interventions have been unsuccessful
- 3) Increase the knowledge of tenants and landlords about rental housing rights and responsibilities as well as other issues
 - o Conduct education, outreach activities, training
 - o Provide resource information outside of the area of fair housing
 - o Publish and disseminate a Handbook on Renting (English, Arabic, and Spanish)
 - o Provide up-to-date fair housing information on our web site
 - o Develop other materials and programs as necessary
- 4) Provide well documented and accessible services
 - o Provide monthly and annual reports to the CDBG Administrator
 - o Provide data that is informative and useful

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 JAN 15 2014
 BY: DDS, HK

CDBG Application Form

- Respond punctually to calls from tenants and landlords
 - Respond punctually and effectively to programmatic or administrative requests from the CDBG Administrator or staff
 - Provide web links to local and regional housing services and information
- 5) Assist Santee to develop and maintain regional resources and utilize best practices
- Attend the Santee Collaborative and serve on its committees
 - Participate in the San Diego Regional Alliance for Fair Housing (SDRAFFH)
 - Develop and maintain relationships with other fair housing organizations that have the potential to increase the capacity of Santee to maintain housing that is free of discrimination and tenant/landlord conflict

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be very specific).

Activities detailed in this proposal will be carried out by CSA housing counselors who are available by phone Monday thru Friday between the hours of 8:00 a.m. and 4:00 p.m. These counselors take housing calls and provide information and referrals that lead to a resolution of both fair housing (discrimination) and tenant/landlord calls. Counselors will provide support and referral for services. CSA will perform fair housing testing on four sites in collaboration with CMH Consulting. All activities to be performed during fiscal year July 1st, 2014 through June 30, 2015.

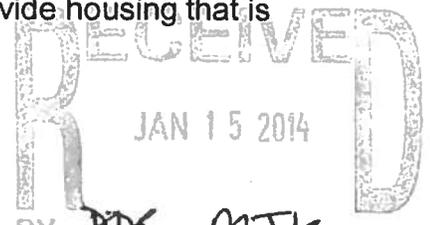
- C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

CSA San Diego County has provided high quality, reliable housing services and human relations services in San Diego County for over 40 years. Our services address both national and local CDBG objectives.

- National: Our services provide a direct benefit to low and moderate income persons to develop/sustain a viable urban community, including decent housing and suitable living environments through the prevention or elimination of slum and blight.
- Local: Provide public services in the area of housing that support affordable, habitable housing that is free of discrimination.

We strive to provide consistent, quality services as we innovate to address changes in housing and the demands and opportunities offered by changes in communication technology. We work collaboratively with our city contractors and other organizations to introduce the best practices possible to our work.

Through this program, CSA staff strives to assist the City of Santee meet the expectations under Title I of the Housing and Community Development Act: "develop viable urban communities"; provide decent, habitable housing; provide suitable living environments that address the forces that lead to homelessness; provide housing that is



free of discrimination and harassment; and address conflicts between tenants and landlords

1. Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided.

CSA is a private, non-profit agency incorporated in 1972. The mission of the agency is "to promote positive attitudes and actions that ensure respect, acceptance and equal opportunity for all people." The agency works cooperatively with community groups, local governmental bodies, law enforcement, and state and federal fair housing enforcement agencies in a collaborative effort to advocate for and promote the concept of fair treatment, the provision of affordable and habitable housing and equal opportunity for all persons regardless of race, religion, color, ethnicity, age, sexual preference, marital status, familial status, disability or source of income. CSA has provided fair housing and human relations services to low and moderate income households since the early 1970's. CSA has provided housing services to Santee since 1993.

2. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

The Board of Directors has legal and fiduciary responsibility for the organization, on a monthly basis. The Board President, Jose Preciado, supervises the Executive Director who is responsible for the finances of the organization on a day-to-day basis. The Executive Director supervises the agency's bookkeeper, Diana Herron who maintains a QuickBooks accounting and payroll system. Invoicing and fiscal documentation is provided to Santee monthly. All records are kept either as computer files or as hard copy, stored on site. Annual audits are not required per OMB Circular A-133.

3. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

The Executive Director, Estela De Los Rios, is responsible for directing and overseeing the daily operations of CSA San Diego County and its programs. She is responsible for the implementation of program services, outreach and reporting, Yvonne Kovatch, the Senior Housing Counselor, supervises the agency's fair housing counselors. and oversees accurate completion of contract deliverables. The management skills of both

the Executive Director and the Senior Housing Counselor will assure that the quality of services performed adheres to all local, state, and federal regulations. The day-to-day fair housing and tenant/landlord services are performed by a tri-lingual staff with over 40 accumulated years of expertise in the area of housing as well as social services, government services, business, and data management.

4. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

No member, officer, or employee of CSA San Diego County is an officer or employee of the City of Santee. No member of any of its boards, commissions, or committees has any interest or holding which could be affected by any action taken in execution of this application.

PUBLIC FACILITIES

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014

GENERAL INFORMATION: Date: January 3, 2014

Agency Name: Home of Guiding Hands

Agency Address: 1825 Gillespie Way #200 El Cajon, CA 92020

Phone: 619-938-2857 Fax: 619-938-3055 Email: markk@guidinghands.org

Project/Program Contact Person (Name and Title): Mark Klaus, President & CEO

Project/Program Location: Santee

Phone: _____ Fax: _____ E-mail: _____

Type of Project (check one):
Public Service Activity
Public Improvement (Construction)
Acquisition of property
Other (describe) _____

FUNDING INFORMATION:

Amount Requested from Santee: \$ \$16,162.40

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

Total Project/Program Budget: \$ 27,215.49

Source of Other Funds: HGH In-house labor \$11,053.09
(Describe)

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Mark R. Klaus
Type or Print Your Name and Title

[Signature]
Signature

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JAN 02 2014
Engineering Div.
Dept. of Development Service

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Engineering Div.
Dept. of Development Service

**City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2014**

- A.** Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

We have selected rehabilitation projects for five of our 11 homes in Santee that would benefit 30 people with developmental disabilities. The homes are located at 10474 Strathmore, 9915 Via Rita, 10919 Grand Fork Dr., 10436 Reginas Court and 8318 Rumson Drive. Projects include replacing flooring in two homes, replacing a back yard fence in one home and updating 4 bathrooms in three homes.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be very specific).

James Ballow, our in-house facilities manager, will oversee ordering materials, delivery of materials and scheduling our in-house staff to complete these projects. We are fortunate to have staff complete these projects as they are very sensitive to our residents' needs and are able to work around their schedules that allow for the least amount of disruption to their lives and routines.

The projects will take approximately 7-8 weeks to complete which will use up all CDBG funds awarded.

- C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

The projects meet CDBG Program National Objectives because it benefits low income persons and aids in the prevention of slum or blight through upkeep and beautification of neighborhood homes.

HGH's residents are all very low income, they subsist solely on Medi-Cal/SSI benefits. The projects in five of our Santee homes will benefit 30 people. Our homes provide maximum independence and provide 24 hour care for people with developmental disabilities and related physical

challenges. HGH receives state reimbursements for the basic services it provides (primarily Medi-Cal). These funds do not cover the full costs of providing services. The only way to complete capital improvements is through private donations, special events and grant funding.

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative.

1. Agency/Nonprofit Organization Information:

Home of Guiding Hands was founded and incorporated in 1961 by a group of business and community leaders, and began operations in 1967. We now serve over 800 children, adolescents and adults in San Diego county each year and provide a variety of services.

Our Primary programs include:

Residential Services: Our 31 residential homes support 182 children, adolescents and adults ranging in age from six to 81 with intellectual and developmental disabilities, including autism, cerebral palsy, and epilepsy.

Respite Care: Providing relief for the family members caring for children or adults with developmental disabilities at home and is provided to over 350 families throughout San Diego and Imperial County

The Community Living Program: Provides community living options for 31 individuals who choose to live independently in their own home. We support that decision by providing trained Community Living Counselors who give one-to-one support ensuring that the individual's needs are met. Clients receive support in the areas of money management, meal preparation and planning, shopping and accessing community resources.

The Adult Family Home Program: Provides a family setting for eight individuals who were living in a group home or the independent living program to a more supportive environment with a "Foster Family" so they can receive more individualized care while continuing to live in their community.

The Early Childhood Development Services Program: A dual purpose program which provides therapeutic and educational early intervention to very young children ages birth-3 who are at risk of delay or have been diagnosed with a developmental disability. We currently support over 150 infants and toddlers.

JAN 02 2014

Transportation: Specialized transportation services for 100 individuals with developmental disabilities who also experience significant physical and/or mental challenges. The availability of this service enables adults with profound medical needs to connect with others in their community.

Counseling Services: In our extensive work with people with intellectual and developmental disabilities and their families, we at Home of Guiding Hands recognize the unique stressors and challenges facing our families. In order to provide support for all members of the family, HGH is now offering a broad range of counseling services for family members and caregivers, to include group, individual and family therapy.

2. **Financial:**

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

As an organization with an annual budget of \$15.8 million, Home of Guiding Hands (HGH) has strong fiscal management and skilled, experienced staff and involved Business Management and Audit Committees. Policies and procedures are in place to ensure compliance with all State and Federal regulations, as well as non-profit best practices.

A detailed accounting system provides monthly reports, which are reviewed internally by appropriate department heads and administration, and approved by the Board of Directors. All accounting and auditing standards are adhered to, which is substantiated by an annual audit by independent auditors.

Due to Federal funds received on two U.S. Department of Housing and Urban Development (HUD) projects, HGH must also undergo a single audit in compliance with OMB Cir. A-133. HGH receives much of its funding from Medi-Cal, and therefore also receives an annual detailed audit of required individual cost statements for each of its 25 Medi-Cal funded homes, as well as the home office.

HGH has an average 99.8% compliance rate for the past five years. Systems are in place and records maintained to ensure all funds received whether from grants, donors, or program funding are expended as directed.

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3. **Personnel:**
Identify the staff administering/implementing this project and provide their experience in similar programs.

As CFO and VP of Support Services, Jan Adams had implemented numerous projects while working at HGH. Adams oversees all remodels and building projects, and was the point of contact for the Santee CDBG awarded in 2008, 2012 and 2013. James Ballow, our Staff Facilities Manager reports to Ms. Adams and manages all projects and day to day details.

Ballow has over 25 years of experience as a General Contractor prior to joining the HGH staff. Jim and our In House Facilities staff has extensive experience in kitchen remodels and flooring replacement with HGH homes and the delicate balance necessary to bring the least amount of disruption to our residents and staff that live and work in the homes

4. **Conflict of Interest:**

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

Not applicable.

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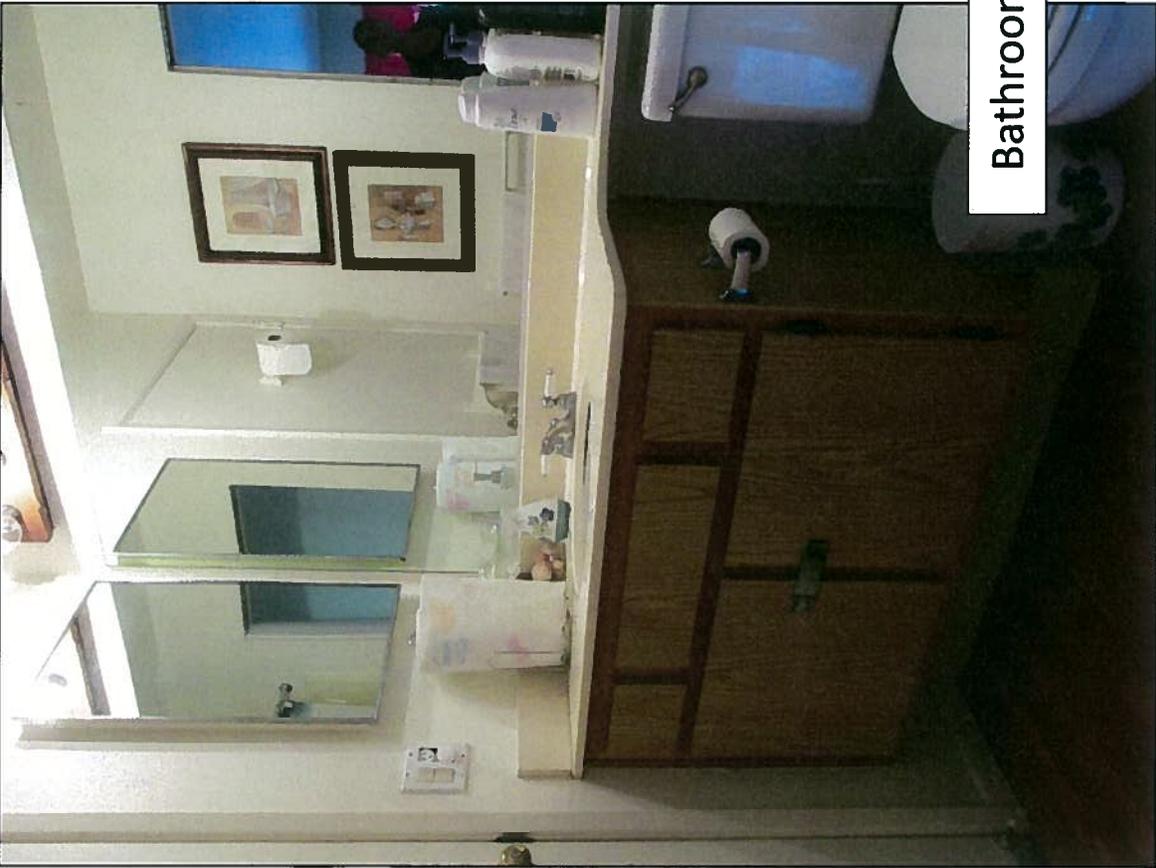
Engineering Div.
Dept. of Development Service

8218 Rumson Drive



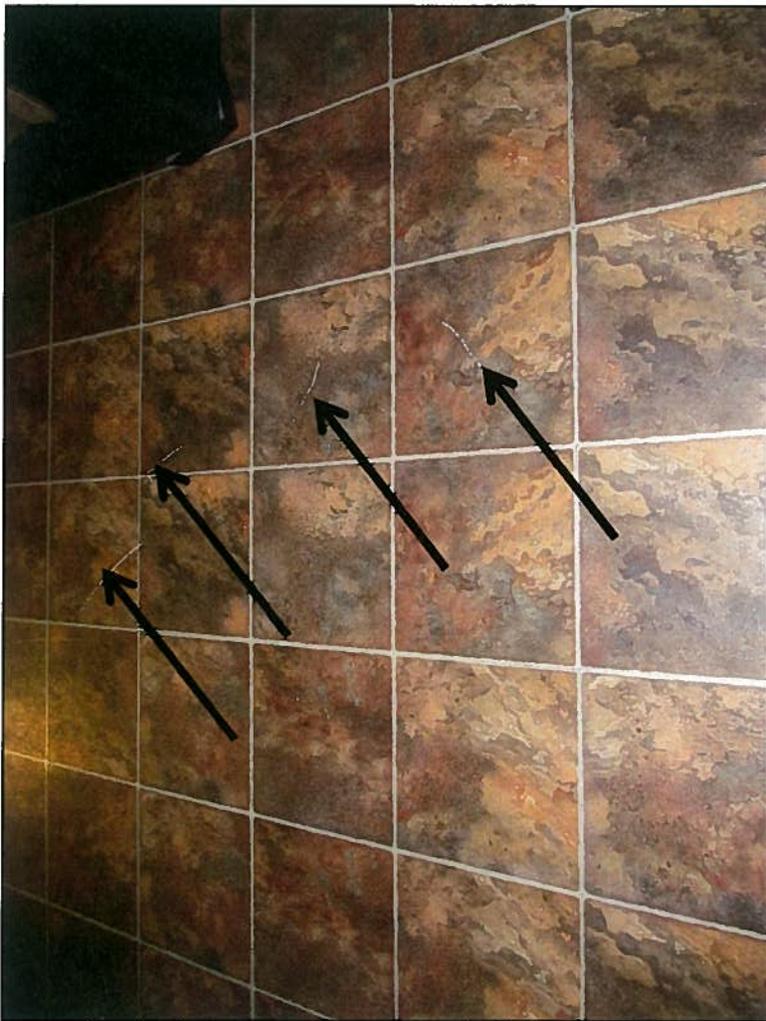
Bathroom Updates

10346 Reginas Court



Bathroom Updates

10474 Strathmore Drive



Bathroom Update

9915 Via Rita



Fence repair

10919 Grand Fork Drive



ATTACHMENT 5

HUD COMPLIANCE FINDING AND SANTEE RESPONSE



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Los Angeles Field Office, Region IX
611 West 6th Street, Suite 1000 – 9DD
Los Angeles, California 90017-3101

AUG 22 2013

RECEIVED

Keith Till
City Manager
City of Santee
10601 N. Magnolia Avenue
Santee, CA 92071

AUG 26 2013

Dept. of Development Services
City Of Santee

Dr. Mr. Till:

SUBJECT: Fiscal Year 2013 On-Site Monitoring Visit
Grant Program: Community Development Block Grant (CDBG)

This letter is to convey the results of our fiscal year 2013 on-site monitoring of the City of Santee's (City) CDBG programs. HUD initiated its monitoring on July 30-31, 2013 and completed its assessment of the City's program on July 31, 2013. Ms. Chris Yao, Community Planning and Development Representative conducted the monitoring. The CDBG monitoring focused on the following areas carried out during Program Years 2010:

- Program Progress
- Compliance with National Objectives/Eligibility
- Cost Allowability/Administrative Costs
- Subrecipients and Contracts
- Overall Management Systems

The exit conference was conducted on Wednesday, July 31, 2013, and was attended by:

City of Santee

Pedro Orso-Delgado, Deputy City Manager/Director Dev. Services
Melanie Kush, Director of Planning

U. S. Dept. of Housing and Urban Development

Chris Yao, CPD Representative

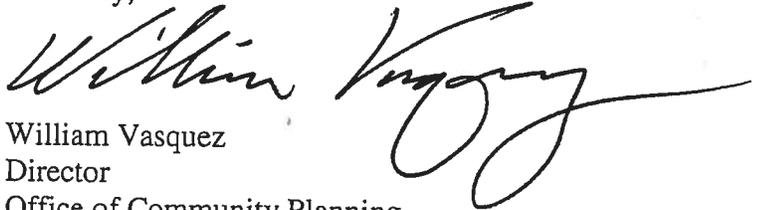
As a result of the monitoring, we found the City to be generally in compliance with program requirements.

We have identified one (1) finding, no (0) concerns. A detailed monitoring report is enclosed. Please note, a finding is a deficiency in meeting applicable program requirements for which sanctions or other corrective actions are authorized. A concern is a performance problem not rising to the level of a finding. Based upon our limited review, we commend the City for its many accomplishments.

In addition to the monitoring reviews, staff from the City took Ms. Yao on site visits to HUD-assisted projects and the Section 108 loan guarantee for the Buena Vista/Railroad Avenue Neighborhood Improvement Project. HUD would like to thank the managers and staff of Development Services, particularly Ms. Kush for her hospitality during the visit and John Keane, Project Engineer for tour of the Buena Vista/Railroad Avenue Project.

The City is requested to reply within 30 days of receipt of this letter. We would like to extend our appreciation to you and your staff for the cooperation and assistance received during our visit. If you have any questions or require further assistance, please contact Chris Yao, CPD Representative at (213) 534-2577.

Sincerely,



William Vasquez
Director
Office of Community Planning
and Development

Enclosures

cc:

Melanie Kush
Director of Planning
City of Santee
10601 Magnolia Ave.
Santee, CA 92071

**FY2013 DETAILED MONITORING REPORT
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CITY OF SANTEE**

Regulation outlined at 24 CFR Parts 570, Subpart O, Performance Reviews, establishes the authority of the U.S. Department of Housing and Urban Development (the Department) to monitor the City's CDBG Entitlement Program, and outlines the general criteria for conducting such reviews.

The purpose of program accountability monitoring is to evaluate the City of Santee's record and procedures to determine if the City is in compliance with the U.S. Department of Housing and Urban Development (HUD) requirements at 24 CFR Part 85 – Common Rule; 24 CFR Part 570 – Community Development Block Grant (CDBG) Program/Entitlement Grant Regulations, OMB Circular A-133, HUD Single Audit Regulations. The following is a summary of the results of our monitoring.

During fiscal year 2010, the City received a CDBG allocation of \$342,199 to serve its low-and moderate-income population.

On July 30, 2013, CPD Representative, Chris Yao monitored the City's CDBG program on behalf of the Department. During the visit, the Department sampled several of the City's 2010 program year activities. The review emphasized compliance with eligibility, national objectives, CDBG funded rehabilitation and activities. Projects and activities were reviewed to ensure they met specific sections of the CDBG regulations and thus supported the intent of Congress for the program. Projects were further reviewed to ensure that the actual implementation was in conformance with the regulation.

The monitoring exhibits used included: 3-1 Eligibility, 3-2 National Objective of Low-and Moderate-Income Area Benefit, 3-4 National Objective of Low- and Moderate-Income Housing, 3-10 CDBG-Funded Rehabilitation Program Management, 3-17 Overall Management, and the FHEO Front End Review of Section 504 Compliance.

I. Guide for Review of Eligibility – Exhibit 3-1

Eligibility monitoring is used to review a program participant's documentation that each CDBG assisted activity is eligible under Section 105 of the Housing and Community Development Act of 1974, as amended, and implemented at 24 CFR 570.200(a) and 570.201 through 570.206.

We reviewed the City's process or procedures to determine eligibility of CDBG assisted activities, whether records were maintained to support eligibility determinations, and if the proper classification was applied to each activity.

The CDBG activities reviewed for this exhibit for Fiscal Year 2010– Activity #299 Santee Ministerial Council Food Bank, Activity #312 Center for Social Advocacy, Activity #313 Caring Neighbors.

Upon completing the review, we determined that the City has in place a process to qualify eligible activities for its CDBG program. In addition, we verified that activities reviewed were properly classified, and records were well maintained.

There was no finding and no concern in this program area.

II. Guide for Review of National Objective of Low-and Moderate Income Area Benefit -Exhibit 3-2

Concurrent with the review for compliance with eligibility requirements is our review for compliance with national objectives. Program participants are required to maintain documentation that each CDBG assisted activity meet one of the national objectives of the CDBG program which are: (a) benefit to low and moderate income persons, (b) prevention or elimination of slum and blight, and (c) resolution of an urgent need.

To determine whether the City complied with the National Objective of Low- and Moderate-Income Area Benefit, we wanted to see the City include in its records a description of the service area boundaries and the low- and moderate-income composition. Additionally, the Department conducted a visual inspection to verify the data input in the Integrated Disbursements and Information system (IDIS).

For this review, we looked at Activity #313 – Caring Neighbors. The project file contained a description of the service area as well as income data. The visual inspection confirmed the information as reported in IDIS.

No findings or Concerns were identified in this program area.

III. Guide for Review of Overall Management Systems – Exhibit 3-17

Overall Management Systems monitoring reviews the program participant's overall management of the CDBG program.

This review looked at the City's systems and procedures for ensuring that CDBG funds were used in accordance with program requirements and included the day-to-day administration of the program, delegation of responsibilities, tracking of projects, and collecting data used for reporting to HUD.

A review of CDBG activity files indicated that City files establish and maintains records to enable HUD to determine whether the grantee has met the requirements of the CDBG Program. Each grantee should establish its own requirements for record keeping and reporting by nonprofit and other CDBG recipients. These requirements should enable the grantee to meet HUD requirements and maintain complete information about the projects for which it provides funding.

Overall the City appears to run a good program. Tim McDermott, Finance Director, Melanie Kush, Planning Director and Thomas Romstad Sr. Management Analyst are delegated and have the capacity in meeting program requirements.

Eligibility of projects was monitored to determine if the grantee is in compliance with the eligibility section of the CDBG regulations at 24 CFR Part 570, Subpart C. Projects and activities were reviewed to ensure that they fully meet specific sections of the regulations and thus support the intent of Congress for the program. Projects were further reviewed to ensure that the actual implementation is in conformance with the regulations.

Monitoring of activities to determine compliance with national objectives involves verification that the CDBG-funded projects meet one of the three primary objectives of low and moderate income benefit, prevention or elimination of slums and blight, or resolution of an urgent need. A description of each of these national objectives can be found at 24 CFR 570.208.

One Finding and no Concern was identified in this program area.

Finding 1: Minimal funding amounts for public services

The City continues to fund activities at levels less than recommended. As mentioned in previous monitoring visits, it takes substantial resources to administer a CDBG activity. It will not be cost effective to fund an activity that costs more to administrator.

Condition:

The City continues to fund CDBG activities with as low as \$1,000. In program year 2010, the City funded two activities for \$1,000, one activity for \$1,210 and two activities for \$2,000.

Criteria:

The City is limited to fifteen percent of its total grant for public services CFR 570.570.201(c) (1). Thus, the City has limited CDBG funding available to assist with services for the low and moderate income citizens of the City.

Cause/Effect:

Since the CDBG public service funding is low, the City is financially limited in their ability to assist multiple public service programs. The City has annually funded eight to ten public service activities with the available public service funding of approximately \$50,000 each year.

Corrected Action:

To be cost effective to administer a public service activity, the City should set minimum funding amount to \$5,000.

IV. SINGLE AUDIT

The Federal Audit Clearinghouse (FAC) data collection form (SF-SAC) reported that the City's Single Audit for the period ending June 30, 2009 was received March 30, 2010. There were no findings.

V. LIMITED FAIR HOUSING AND EQUAL OPPORTUNITY REVIEW

The FHEO Front End review is designed to evaluate the program participant's compliance with the requirements of Section 504 of the Rehabilitation Act that protects individuals from discrimination in HUD-funded programs for which you qualify.

A limited review was conducted using the Section 504 Onsite Monitoring Checklist provided by HUD's Office of Fair Housing and Equal Opportunity (FHEO). The information obtained from this review will be forwarded to FHEO for their review, evaluation, and subsequent action on the City's fair housing compliance and accomplishments. Any questions regarding the Fair Housing Program should be referred to Mr. David Acevedo, Supervisory Equal Opportunity Specialist, of the Office of Fair Housing at (213) 534- 2599.



CITY OF SANTEE

MAYOR
Randy Voepel

CITY COUNCIL
Jack E. Dale
Rob McNelis
John W. Minto
John Ryan

September 27, 2013

CITY MANAGER
Keith Till

Mr. William Vasquez, Director
U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Los Angeles Field Office, Region IX
611 West 6th Street, Suite 1000 – 9DD
Los Angeles, CA 90017-3101

SUBJECT: Fiscal Year 2013 On-Site Monitoring Visit – City of Santee
Grant Program: Community Development Block Grant

Dear Mr. Vasquez:

Thank you for your August 22, 2013 letter in which you outline the results of the City's on-site monitoring visit conducted in July by Chris Yao. This letter provides a response to HUD's "Finding" specific to the City's allocation of funds to public service sub-recipients in amounts below the recommended amount of \$5,000. HUD's "Corrected Action" is to set a minimum threshold at \$5,000 in order to protect the city's on-going eligibility to receive CDBG funding and to demonstrate effective management of each Program Year's allocation.

It is not the City's intent to jeopardize future receipt of CDBG grant funds. The City of Santee will do the following to resolve the "Finding":

1. Modify the Request for Proposals/Application Forms to establish a minimum fund request, increasing it from \$3,000 to \$5,000, in accordance with the "corrected action" stated in your letter.
2. Make written and verbal recommendations about the minimum allocation during the public hearing process.
3. Encourage the smaller organizations with similar CDBG national objectives and serving similar populations to submit one application for funding, thereby increasing the potential for funding at the minimum threshold.

I may be contacted at (619) 258-4100, extension 295, with any questions.

Respectfully,

Keith Till
City Manager

c. Melanie Kush, Director of Planning

City of Santee
COUNCIL AGENDA STATEMENT

4A

MEETING DATE February 12, 2014

AGENDA ITEM NO.

ITEM TITLE APPOINTMENT OF MEMBER TO THE SANTEE PARK AND RECREATION COMMITTEE (SPARC)

DIRECTOR/DEPARTMENT Patsy Bell, CMC, City Clerk

SUMMARY

Due to the resignation of Angiolina Mohi, a vacancy exists on the Santee Park and Recreation Committee (SPARC). A Notice of Vacancy was posted on November 19, 2013.

Mayor Voepel will present a recommendation for appointment at the Council Meeting.

jm
FINANCIAL STATEMENT None

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION ✓

Confirm Mayor Voepel's recommendation to be presented at the meeting.

ATTACHMENTS (Listed Below)

None