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

Police Department Community Room
100 Civic Center Way
El Cajon, CA 92020

Agenda

MAY 12, 2026, 3:00 p.m.

Bill Wells, Mayor	Graham Mitchell, City Manager
Michelle Metschel, Deputy Mayor	Vince DiMaggio, Assistant City Manager
Steve Goble, Councilmember	Marisol Thorn, Deputy City Manager
Gary Kendrick, Councilmember	Jennifer Lyon, City Attorney
Phil Ortiz, Councilmember	Angela Cortez, City Clerk

CALL TO ORDER: Mayor Bill Wells

ROLL CALL: City Clerk Angela Cortez

PLEDGE OF ALLEGIANCE TO THE FLAG AND MOMENT OF SILENCE

POSTINGS: The City Clerk posted Orders of Adjournment of the April 28, 2026, Meetings and the Agenda of the May 12, 2026, Meetings in accordance to State Law and City Council/Housing Authority/Successor Agency to the Redevelopment Agency Policy.

PRESENTATIONS:

- Proclamation: National Public Works Week

AGENDA CHANGES:

CONSENT ITEMS:

Consent Items are routine matters enacted by one motion according to the RECOMMENDATION listed below. With the concurrence of the City Council, a Council Member or person in attendance may request discussion of a *Consent Item* at this time.

1. Minutes of the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Meetings

   That the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency approves Minutes of the April 28, 2026, Meetings of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

2. Warrants

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

3. Approval of Reading Ordinances by Title Only

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

4. Approval of Resolution Authorizing Contract Amendment Change Order 2 for Bid No. 030-24 – Neighborhood Street Lights Project

   That the City Council adopts the next Resolution, in order, to amend the scope of work and increase the compensation for the Public Works Contract with T&M Electric, Inc. dba Perry Electric in the not-to-exceed amount of $101,465.

5. Adoption of Ordinance to Amend Section 2.56.030 and Various Sections of Chapter 9.42 of Title 9 of the El Cajon Municipal Code

   RECOMMENDATION:
   That the City Council adopts the next Ordinance, in order, to amend Section 2.56.030 and various sections of Chapter 9.42 of the El Cajon Municipal Code, regarding regulations for electric bicycles and motorized scooters in City Parks.

6. Approval of Resolution Approving and Adopting the FY 2026-2027 One Year Action Plan, Acceptance of Annual Allocations (CDBG and HOME) and Minor Adjustments and Amendments

   That the City Council:

   1. Receives and approves the final funding recommendations for the FY 2026–2027 One Year Action Plan; and
   2. Adopts the next Resolution, in order:
      a. Approving and adopting the FY 2026–2027 One Year Action Plan;
      b. Authorizing the City Manager or designee to submit the final version of the plan to HUD, with such changes and adjustments necessary for HUD approval;
      c. Authorizing the City Manager or designee to execute all documents and agreements necessary to finalize the plan, projects and programs as detailed in this report;
      d. Accepting, appropriating, and expending the FY 2026–2027 allocations from HUD for Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) programs, as well as carryover of prior year funds, detailed in this report and in Attachments 1 and 2;
      e. Modifying the current year appropriations as detailed in the report; and
      f. Allocating, appropriating, and expending $22,865 in CDBG Program Income for administrative costs (C1116) and 2026-2027 ADA/Concrete Improvement Program (CXXXX/273974ESCP) and $199,194.68 in HOME Program Income for administrative costs (H1120) and Wakeland Housing Acquisition/Rehab Affordable Housing Project (HXXXX) in Fiscal Year 2025-2026, as detailed in this report.

7. Approval of Resolution to Authorize the Acceptance, Appropriation, and Expenditure of the El Cajon Boulevard Streetscape Phase 2 Grant Award

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

   1. Authorize the City Manager, or approved designee, to accept, appropriate, and expend grant funding as provided through the San Diego Association of Governments (SANDAG) TransNet Smart Growth Incentive Program – Cycle 6 for the El Cajon Boulevard Streetscape Phase 2 project;
   2. Authorize the City Manager, or approved designee, to execute other necessary documents with SANDAG to accept any awards of grants; and
   3. Appropriate $2,712,275 from the SANDAG TransNet Smart Growth Incentive Program - Cycle 6 Grant (SGIP-EL44), $168,225 from Local TransNet EL03 Asphalt Overlay, and $167,000 from Local TransNet EL11 Sidewalk funds to the Main Street Green Street Phase 2 project (243830PWCP), and authorize the expenditure of these funds.

8. Monthly Treasurer's Report for the period ended March 31, 2026

   RECOMMENDATION:
   That the City Council receives the Monthly Treasurer's Report for the period ended March 31, 2026.

PUBLIC COMMENT:

At this time, any person may address a matter within the jurisdiction of the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency that is not on the Agenda. Comments relating to items on today's docket are to be taken at the time the item is heard. State law prohibits discussion or action on items not on the Agenda; however, Council, Authority and Agency Members may briefly respond to statements or questions. An item may be placed on a future Agenda.

WRITTEN COMMUNICATIONS:

PUBLIC HEARINGS:

9. Public Hearing to Consider Approval of Resolution to Confirm Delinquent Refuse/Recycling Collection Charges

RECOMMENDATION:
That the City Council:

1. Opens the Public Hearing and receives public testimony;
2. Closes the Public Hearing;
3. Adopts the next Resolution, in order, to confirm the list of property owners as delinquent in the payment of their mandatory refuse/recycling service bills; and
4. Authorizes the City Clerk to record the amount owed for each account as a lien on the respective property and forward the list to the County Tax Assessor for billing on the next property tax bill.

10. Public Hearing to Consider Approval of Resolution to Amend the Schedule of Miscellaneous Fees

That the City Council:

1. Opens the Public Hearing and receives testimony;
2. Closes the Public Hearing; and
3. Adopts the next Resolution, in order, to modify certain existing fees, add and delete certain fees, and amend the City's Schedule of Miscellaneous Fees.

ADMINISTRATIVE REPORTS:

11. Update and Discussion of City Reserve Funds

That the City Council receives and discusses the report.

12. Consideration to Adopt Resolution of Intention to Amend the CalPERS Contract and Introduction of First Reading of Ordinance Amending the CalPERS Contract

RECOMMENDATION:
That the City Council:
1. Adopts the next Resolution, in order, approving the intention to amend the contract between the City of El Cajon (City) and the Board of Administration of the California Public Employees' Retirement System (CalPERS) to provide cost sharing of an additional contribution of one percent for the El Cajon Police Officers' Association (POA), El Cajon Police Officers' Association Management Group (POA MG), and unrepresented Police Executive Management CalPERS Classic members, as allowed by Government Code section 20516;
2. Introduces the next Ordinance, in order, approving an amendment to the contract between the City and CalPERS to provide cost sharing of an additional contribution of one percent for the POA, POA MG, and unrepresented Police Executive Management CalPERS Classic members, under Government Code section 20516;
3. Directs the City Clerk to read the Ordinance by title only; and
4. Directs the second reading and adoption of the Ordinance to be placed on the June 9, 2026, City Council agenda.

COMMISSION REPORTS:

ACTIVITIES REPORTS/COMMENTS OF MAYOR WELLS
SANDAG (San Diego Association of Governments) Board of Directors.

13. Council Activity Report

ACTIVITIES REPORTS/COMMENTS OF COUNCILMEMBERS:

14. **COUNCILMEMBER STEVE GOBLE**
MTS (Metropolitan Transit System Board); East County Advanced Water Purification JPA Board; Chamber of Commerce – Government Affairs Committee; SANDAG – Board of Directors – Alternate.

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

16. **DEPUTY MAYOR MICHELLE METSCHEL**
Harry Griffen Park Joint Steering Committee; METRO Commission/Wastewater JPA – Alternate; Heartland Communications – Alternate; Heartland Fire Training JPA – Alternate.

17. **COUNCILMEMBER PHIL ORTIZ**
League of California Cities, San Diego Division; East County Economic Development Council; MTS (Metropolitan Transit System Board) – Alternate; East County Advanced Water Purification JPA Board – Alternate; Chamber of Commerce – Government Affairs Committee – Alternate; SANDAG – Board of Directors – Alternate.

JOINT COUNCILMEMBER REPORTS:

GENERAL INFORMATION ITEMS FOR DISCUSSION:

ORDINANCES: FIRST READING

ORDINANCES: SECOND READING AND ADOPTION

CLOSED SESSIONS:

ADJOURNMENT: The Regular Joint Meeting of the El Cajon City Council/El Cajon Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 12th day of May 2026, is adjourned to Tuesday, May 26, 2026, at 3:00 p.m.

City Council
Agenda Report
Agenda Item 1.

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Angela Cortez, City Clerk

SUBJECT: Minutes of the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Meetings

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RECOMMENDATION:

That the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency approves Minutes of the April 28, 2026, Meetings of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

Attachments

04-28-26DRAFTminutes - Special Joint Meeting - 230PM

04-28-26DRAFTminutes - 3 PM

PLEASE NOTE: THESE ARE DRAFT MINUTES UNTIL ADOPTED BY THE CITY COUNCIL.

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

MINUTES

CITY OF EL CAJON
EL CAJON, CALIFORNIA

April 28, 2026

A Joint Special Meeting of the El Cajon City Council/Housing Authority/ Successor Agency to the El Cajon Redevelopment Agency, held Tuesday, April 28, 2026, was called to order by Mayor/Chair Bill Wells at 2:30 p.m., in the Council Chambers, 200 Civic Center Way, El Cajon, California.

R O L L   C A L L

Council/Agencymembers present:	Goble, Kendrick, and Ortiz
Council/Agencymembers absent:	None
Deputy Mayor/Vice Chair present:	Metschel
Mayor/Chair present:	Wells
Other Officers present:	DiMaggio, Assistant City Manager
	Thorn, Deputy City Manager
	Lyon, City Attorney/General Counsel
	Cortez, City Clerk/Secretary
Other Officers absent:	Mitchell, City Manager/Executive Director

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

CLOSED SESSIONS:

1. Closed Session - Conference with Labor Negotiators pursuant to Government Code section 54957.6

   Agency Designated Representatives:
   Jennifer Lyon, City Attorney
   Vince DiMaggio, Assistant City Manager
   Marisol Thorn, Deputy City Manager
   Clay Schoen, Director of Finance
   Shelline Bennett, Special Counsel

   Employee Organizations:
   El Cajon Professional Firefighters International Association of Fire Fighters Local 4603

No public comment was received for the Item.

MOTION BY WELLS, SECOND BY KENDRICK, to ADJOURN to Closed Session at 2:31 p.m.

MOTION CARRIED BY UNANIMOUS VOTE.

RECONVENED to Open Session at 3:01 p.m.

City Attorney Lyon reported the following actions:

- Item 1 – Direction was given, no reportable action taken.

Adjournment: The Joint Special Meeting of the El Cajon City Council/El Cajon Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 28th day of April, 2026 was adjourned at 3:02 p.m.

ANGELA L. CORTEZ, CMC
City Clerk/Secretary

PLEASE NOTE: THESE ARE DRAFT MINUTES UNTIL ADOPTED BY THE CITY COUNCIL.

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

MINUTES

CITY OF EL CAJON
EL CAJON, CALIFORNIA

April 28, 2026

An Adjourned Regular Joint Meeting of the El Cajon City Council/Housing Authority/ Successor Agency to the El Cajon Redevelopment Agency, held Tuesday, April 28, 2026, was called to order by Mayor/Chair Bill Wells at 3:02 p.m., in the Council Chambers, 200 Civic Center Way, El Cajon, California.

R O L L C A L L

Council/Agencymembers present:	Goble, Kendrick, and Ortiz
Council/Agencymembers absent:	None
Deputy Mayor/Vice Chair present:	Metschel
Mayor/Chair present:	Wells
Other Officers present:	DiMaggio, Assistant City Manager
	Thorn, Deputy City Manager
	Lyon, City Attorney/General Counsel
	Cortez, City Clerk/Secretary
Other Officers absent:	Mitchell, City Manager/Executive Director

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

POSTINGS: The City Clerk posted Orders of Adjournment of the April 14, 2026, Meetings and the April 21, 2026, Town Hall Meeting, and the Agenda of the April 28, 2026, in accordance with State Law and El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Policy.

PRESENTATIONS:

- Proclamation: National Firefighters Memorial Day
- Presentation: Water Safety & Drowning Prevention Month
- Presentation: ECPD Making an Impact at Cajon Valley Union School District

AGENDA CHANGES:

Assistant City Manager DiMaggio recommended to consider the Administrative Report Item 9, Consideration of Resolution to Approve the Mayor's Execution of a Special Counsel Legal Services Agreement, after the Closed Session Items.

MOTION BY WELLS, SECOND BY ORTIZ, to MOVE the Administrative Report Item 9, Consideration of Resolution to Approve the Mayor's Execution of a Special Counsel Legal Services Agreement, to be heard after the Closed Session Items.

MOTION CARRIED BY UNANIMOUS VOTE.

CONSENT ITEMS: (1 – 6)

MOTION BY WELLS, SECOND BY METSCHEL, to APPROVE Consent Items 1 to 6.

MOTION CARRIED BY UNANIMOUS VOTE.

1. Minutes of El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Meetings

Approve Minutes of the April 14, 2026, Meetings, and the Town Hall Meeting of April 21, 2026, of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

2. Warrants

Approve payment of Warrants as submitted by the Finance Department.

3. Approval of Reading Ordinances by Title Only

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

4. Approval of Resolution to Accept, Appropriate, and Expend SANDAG Grant for Parkway Plaza Specific Plan

Adopt Resolution No. 028-26, to authorize the acceptance, appropriation, and expenditure of $650,000 of SANDAG Transnet SGIP Grant funds to fund the Parkway Plaza Land-Use Plan.

5. Approval of Resolution to Accept, Appropriate, and Expend The Clean California Community Cleanup and Employment Pathway Grant

Adopt Resolution No. 029-26, to authorize the City Manager or designee to Execute any documents and agreements necessary for receipt of the Community Cleanup and Employment Pathway Grant; and Accept, appropriate, and expend the Community Cleanup and Employment Pathway Grant for $470,000 for graffiti and trash pickup.

6. Financial Considerations of Increased Claims Activity

Increase Self-Insurance Fund (610) appropriations by $4.0M funded by estimated revenue ($3.0M) and fund balance ($1.0M); and Increase General Fund (101/ $1.6M), Gas Tax Fund (211/ $286,896), and Wastewater Fund (650/ $85,354) appropriations from fund balance and transfer for purposes described in this report.

PUBLIC COMMENT:

Brenda Hammond spoke about supporting Law Enforcement, reminded Council that Election season is near and asked Council to treat people kindly.

Alan Nordholm, PhD thanked Councilmember Goble and staff for their help with an issue near Lily Avenue and for working to improve Parkway Plaza. Mr. Nordholm also expressed concern about the lack of sidewalks between North First Street and North Second Street on Greenfield Drive.

WRITTEN COMMUNICATIONS: None

PUBLIC HEARINGS:

7. Public Hearing to Consider an Adjustment to the SANDAG Regional Transportation Congestion Improvement Program (RTCIP) Fee

RECOMMENDATION:
That the City Council:
1. Opens the Public Hearing and receives testimony;
2. Closes the Public Hearing; and
3. Adopts the next Resolution, in order, approving an adjustment to the Regional Transportation Congestion Improvement Program (RTCIP) Fee to the new amount of $3,109.88, for each newly-constructed residential unit.

DISCUSSION

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

Mayor Wells opened the Public Hearing.

No public comment was received for the Item.

Discussion ensued amongst City Council and Staff concerning the adoption of the RTCIP fee being a contractual obligation for the City.

MOTION BY WELLS, SECOND BY KENDRICK, to CLOSE the Public Hearing.

MOTION CARRIED BY UNANIMOUS VOTE.

MOTION BY ORTIZ, SECOND BY METSCHEL, to ADOPT Resolution No. 030-26, approving an adjustment to the Regional Transportation Congestion Improvement Program (RTCIP) Fee to the new amount of $3,109.88, for each newly-constructed residential unit.

MOTION CARRIED BY UNANIMOUS VOTE.

ADMINISTRATIVE REPORTS:

8. Consideration of Petition to Create a Downtown Community Benefit District and Authorization of City Manager to Sign Petition

RECOMMENDATION:
That the City Council Authorizes the City Manager, or their designee, to vote “Yes” on the Downtown Community Benefit District petition.

DISCUSSION

Senior Management Analyst, Nate Prescott, and Marco Li Mandri, representing the Downtown El Cajon Business Partners, Inc., provided detailed information of the Item.

Rich Riel spoke in opposition of the City signing the Downtown Community Benefit District petition. Mr. Riel requested the Downtown El Cajon Business Partners, Inc. to demonstrate transparency and measurable results, and recommended creating a Community Benefit District for Parkway Plaza.

Discussion ensued amongst City Council and Staff concerning the following:

- Downtown El Cajon Property Based Improvement District (PBID) hired Mr. Li Mandri, not the City;
- As a property owner the City has a voting seat on the PBID;
- City does not have a majority position;
- Future of the downtown district;
- Mr. Li Mandri's history of improving other downtown districts;
- Specific purpose of this item; and
- Remaining steps to form a new PBID.

MOTION BY GOBLE, SECOND BY METSCHEL, to AUTHORIZE the City Manager, or their designee, to vote "Yes" on the Downtown Community Benefit District petition.

MOTION CARRIED BY UNANIMOUS VOTE.

Administrative Report, Item 9, was moved to be heard after the Closed Session items on the agenda, as recommended during Agenda Changes.

9. Consideration of Resolution to Approve the Mayor's Execution of a Special Counsel Legal Services Agreement

RECOMMENDATION:
That the City Council consider the next Resolution, in order, to:

1. Approve a legal services agreement with Reden Riddell; and
2. Authorize the Mayor's execution of a legal services agreement.

COMMISSION REPORTS:

ACTIVITIES REPORTS/COMMENTS OF MAYOR WELLS:

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

10. Council Activities Report/Comments

Report as submitted.

ACTIVITIES REPORTS OF COUNCILMEMBERS:

11. COUNCILMEMBER STEVE GOBLE
MTS (Metropolitan Transit System Board); East County Advanced Water Purification Joint Powers Authority Board; Chamber of Commerce – Government Affairs Committee; SANDAG – Board of Directors – Alternate; SANDAG – San Diego Military Working Group (non-voting Chair).

Council Activities Report/Comments.

In addition to the submitted report, Councilmember Goble added that he completed the FBI Citizens Academy and state he was grateful for Federal Law Enforcement.

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

Council Activities Report/Comments.

Report as submitted.

13. DEPUTY MAYOR MICHELLE METSCHEL
Harry Griffen Park Joint Steering Committee; Heartland Communications – Alternate; Heartland Fire Training JPA – Alternate; METRO Commission/Wastewater JPA – Alternate.

Council Activities Report/Comments.

Report as submitted.

14. COUNCILMEMBER PHIL ORTIZ
League of California Cities, San Diego Division; East County Economic Development Council; MTS (Metropolitan Transit System Board) – Alternate; East County Advanced Water Purification Joint Powers Authority Board – Alternate; Chamber of Commerce – Government Affairs Committee – Alternate; SANDAG Board of Directors – Alternate.

Council Activities Report/Comments.

Councilmember Ortiz reported that he did not attend the BIA Summit on April 27, 2026.

JOINT COUNCILMEMBER REPORTS:

GENERAL INFORMATION ITEMS FOR DISCUSSION:

ORDINANCES: FIRST READING

15. Introduction and First Reading of an Ordinance Amending Section 2.56.030 and Various Sections of Chapter 9.42 of Title 9 of the El Cajon Municipal Code Addressing Regulations for Bicycles, Electric Bicycles, Motorized Scooters, Scooters, Dockless Vehicles, and Skateboards

RECOMMENDATION:
That the City Council introduces and conducts the first reading of an Ordinance, by title only, to amend Section 2.56.030 and various sections of Chapter 9.42 of the El Cajon Municipal Code, regarding regulations for electric bicycles and motorized scooters in City Parks; and directs the City Clerk to read the title of the Ordinance.

DISCUSSION

Director of Parks and Recreation, Adam Tronerud, provided a detailed information of the Item.

Discussion ensued amongst City Council and Staff concerning the following:

- Including consequences on information pamphlets;
- Creating a safe space to ride electric bikes;
- Bike rodeos at schools;
- Surveillance at parks;
- Damages to property; and
- Pedestrian safety.

Brenda Hammond spoke about how the problem is not unique to El Cajon and acknowledged that the problem includes adults, not just children.

MOTION BY ORTIZ, SECOND BY METSCHEL, to INTRODUCE and conduct the first reading of an Ordinance, by title only, to amend Section 2.56.030 and various sections of Chapter 9.42 of the El Cajon Municipal Code, regarding regulations for electric bicycles and motorized scooters in City Parks; and directs the City Clerk to read the title of the Ordinance.

MOTION CARRIED BY UNANIMOUS VOTE.

The City Clerk recited the title of the ordinance for a first reading.

AN ORDINANCE AMENDING SECTION 2.56.030 AND VARIOUS SECTIONS OF CHAPTER 9.42 OF TITLE 9 OF THE EL CAJON MUNICIPAL CODE ADDRESSING REGULATIONS FOR BICYCLES, ELECTRIC BICYCLES, MOTORIZED SCOOTERS, SCOOTERS, DOCKLESS VEHICLES, AND SKATEBOARDS

ORDINANCES: SECOND READING AND ADOPTION - None

CLOSED SESSIONS:

RECOMMENDATION: That the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency adjourns to Closed Session as follows:

16. Closed Session - Conference with Labor Negotiators pursuant to Government Code section 54957.6

    Agency Designated Representatives:
    Jennifer Lyon, City Attorney
    Vince DiMaggio, Assistant City Manager
    Marisol Thorn, Deputy City Manager
    Clay Schoen, Director of Finance

    Employee Organizations:
    El Cajon Municipal Employees Association
    El Cajon Mid-Management and Professional Employees Group
    El Cajon Professional Firefighters International Association of Fire Fighters Local 4603

17. Closed Session - Conference with Legal Counsel - Anticipated Litigation - Initiation of litigation pursuant to paragraph (4) of subdivision (d) of section 54956.9: One (1) potential case

18. Closed Session - Conference with Legal Counsel - Anticipated Litigation – Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) (1 case); Existing facts and circumstances pursuant to Government Code section 54956.9 (e)(1)

    MOTION BY WELLS, SECOND BY METSCHEL, to ADJOURN to Closed Session at 4:20 p.m.

    MOTION CARRIED BY UNANIMOUS VOTE.

RECONVENED to Open Session at 5:30 p.m.

City Attorney Lyon reported the following actions:
- Item 16 – Direction was given, no reportable action taken.
- Item 17 – The majority of the City Council voted to initiate litigation.

MOTION BY WELLS, SECOND BY GOBLE, to INITIATE litigation.

MOTION CARRIED BY 3 - 2 VOTE (METSCHEL AND KENDRICK – No).

- Item 18 – Direction was given, no reportable action taken.

Administrative Report, Item 9, was moved to be considered next on the agenda, as recommended during Agenda Changes.

ADMINISTRATIVE REPORTS:

9. Consideration of Resolution to Approve the Mayor's Execution of a Special Counsel Legal Services Agreement

RECOMMENDATION:
That the City Council consider the next Resolution, in order, to:
1. Approve a legal services agreement with Reden Riddell; and
2. Authorize the Mayor's execution of a legal services agreement.

DISCUSSION

City Attorney Lyon provided detailed information of the Item.

No public comment was received for the Item.

MOTION BY ORTIZ, SECOND BY GOBLE, to ADOPT Resolution No. 031-20, to Approve a legal services agreement with Reden Riddell; and Authorize the Mayor's execution of a legal services agreement.

MOTION CARRIED BY 3 - 2 VOTE (METSCHEL AND KENDRICK – No).

Adjournment: Mayor Wells adjourned the Adjourned Regular Joint Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 28th day of April, 2026, at 5:32 p.m., to Tuesday, May 12, 2026, at 3:00 p.m.

ANGELA L. CORTEZ, CMC
City Clerk/Secretary

City Council
Agenda Report
Agenda Item 4.

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Yazmin Arellano, Director of Development Services

SUBJECT: Approval of Resolution Authorizing Contract Amendment Change Order 2 for Bid No. 030-24 – Neighborhood Street Lights Project

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, to amend the scope of work and increase the compensation for the Public Works Contract with T&M Electric, Inc. dba Perry Electric in the not-to-exceed amount of $101,465.

BACKGROUND:

On April 11, 2024, the City entered into an agreement with T&M Electric, Inc., dba Perry Electric, for the installation of 38 streetlights and associated appurtenances. The original contract amount was $903,800. The City requested to extend the improvements to include the installation of eight (8) additional streetlights along Orange Avenue. On December 10, 2025, the City Council authorized an increase in compensation in a not-to-exceed amount of $225,950.00, for a total project compensation of $1,129,750.00.

Change Order No. 2 provides an adjustment in compensation for additional boring and for a change in the installation methodology from directional boring to open trench due to physical constraints. This change order also includes adjustments to the final quantities for conduit, wiring, and pull boxes. An additional ten (10) working days are requested to be added to the original contract schedule to allow sufficient time to complete this work.

The requested increase of $101,465.00 to the Neighborhood Street Lights contract exceeds the $100,000 threshold for construction contracts established by City Council Policy B-4 and therefore requires City Council approval. Sufficient funds are available in the project budget to cover this expense.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

This project is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guideline section 15301, Class 1 (Existing Facilities) as it is a minor alteration involving such things as interior partitions, plumbing, electrical conveyances and other repairs or maintenance.

FISCAL IMPACT:

Approval of the $101,465.00 (CCO No. 2) will increase the existing contract amount to a not-to-exceed total of $1,231,215.00. Sufficient funds are available in Neighborhood Street Lights 2023 (233784PWCP).

Prepared By: Raul Armenta, Associate Engineer

Reviewed By: Yazmin Arellano, Director of Development Services

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

RESOLUTION NO. ___-26

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF EL CAJON AUTHORIZING A
CONTRACT AMENDMENT FOR THE NEIGHBORHOOD
STREET LIGHTS IMPROVEMENTS 2023 PROJECT
(Bid No. 030-24)

WHEREAS, on February 27, 2024, the City Council of the City of El Cajon (the "City") awarded a public works contract (the "Contract") to T&M Electric, Inc. dba Perry Electric for the Neighborhood Street Lights Improvements 2023 Project (the "Project"); and

WHEREAS, the Project includes the furnishing and installation of 38 street lights with LED luminaires and appurtenances throughout the City; and

WHEREAS, on December 10, 2024, City Council authorized Contract Change Order No. 1, which amended the scope of services to include the installation of eight (8) additional streetlights along Orange Avenue, extended the term of the contract by 40 working days, and provided for additional compensation in a not-to-exceed amount of $225,950.00; and

WHEREAS, physical site constraints have necessitated an adjustment to the installation methodology, resulting in modifications to Project's scope of work; and

WHEREAS, the proposed Contract amendment would amend the scope of services, incorporating Contract Change Order No. 2, which modifies final quantities for conduit, wiring, and pull boxes, extends the Project completion date by ten (10) working days, and provides for additional compensation in a not-to-exceed amount of $101,465.00; and

WHEREAS, the Project is exempt from the California Environmental Quality Act (CEQA) pursuant to section 15301(c) of the State CEQA Guidelines, which applies to the repair and maintenance of existing public facilities involving negligible or no expansion of use; and

WHEREAS, the City Council finds it to be in the best interest of the City to authorize an amendment to the Contract to incorporate Contract Change Order No. 2, modify the scope of work, and increase compensation by a not-to-exceed amount of $101,465.00, resulting in a total Project cost not-to-exceed amount of $1,231,215.00.

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

1. The above recitals are true and correct and are the findings of the City Council.

2. The City Council finds that the Project is exempt from the California Environmental Quality Act (CEQA) pursuant to section 15301(c) of the State CEQA Guidelines.

3. The City Council hereby authorizes an amendment to the Contract incorporating Contract Change Order No. 2, modifying the scope of work, and increasing the compensation by a not-to-exceed amount of $101,465.00, for a total Project cost not-to-exceed amount of $1,231,215.00.

4. The City Manager, or designee, and the City Clerk are hereby authorized and directed to execute the Contract amendment and any related documents necessary to implement this Resolution on behalf of the City of El Cajon.

City Council
Agenda Report

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Angela Cortez, City Clerk

SUBJECT: Adoption of Ordinance to Amend Section 2.56.030 and Various Sections of Chapter 9.42 of Title 9 of the El Cajon Municipal Code

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RECOMMENDATION:

That the City Council adopts the next Ordinance, in order, to amend Section 2.56.030 and various sections of Chapter 9.42 of the El Cajon Municipal Code, regarding regulations for electric bicycles and motorized scooters in City Parks.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The proposed ordinance amendment is not subject to the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) because the activity is not a "project" since it is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment.

Attachments

Amend 2.56.030 and sections of Chapter 9.42

ORDINANCE NO. ____

AN ORDINANCE AMENDING SECTION 2.56.030 AND VARIOUS SECTIONS OF CHAPTER 9.42 OF TITLE 9 OF THE EL CAJON MUNICIPAL CODE ADDRESSING REGULATIONS FOR BICYCLES, ELECTRIC BICYCLES, MOTORIZED SCOOTERS, SCOOTERS, DOCKLESS VEHICLES, AND SKATEBOARDS

WHEREAS, Chapter 9.42 of the El Cajon Municipal Code provides the regulations for bicycles, scooters, and dockless vehicles in the City and Section 2.56.030 addresses regulations for City parks; and

WHEREAS, it is the intent of the El Cajon City Council ("City Council") to provide further regulations to protect the health, safety, and enjoyment of its residents in City parks and public spaces as it relates to the pervasive operation of bicycles, electric bicycles, motorized scooters, scooters, dockless vehicles, and skateboards; and

WHEREAS, for this reason, it is the intent of this City Council to limit and regulate such activity, though it is not the intent of this City Council to limit the private enjoyment of such activity where it is legal and safe to do so.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CAJON DOES ORDAIN AS FOLLOWS:

SECTION 1. That the foregoing recitals are true and correct and are findings of fact of the City Council with regard to this amendment of the El Cajon Municipal Code.

SECTION 2. Section 2.56.030 of Chapter 2.56 of Title 2 of the El Cajon Municipal Code is hereby amended as set forth in Exhibit “A.”

SECTION 3. Sections 9.42.010, 9.42.020, 9.42.030 of Chapter 9.42 of Title 9 of the El Cajon Municipal Code are hereby amended as set forth in Exhibit “B.”

SECTION 4. Sections 9.42.065 is hereby added to Chapter 9.42 of Title 9 of the El Cajon Municipal Code as set forth in Exhibit “B.”

SECTION 5. Effective Date. This ordinance shall be effective thirty (30) days after its adoption.

SECTION 6. Publication. The City Clerk shall certify the adoption of this ordinance and within fifteen (15) days after its adoption, the City Clerk of the City of El Cajon shall cause this ordinance to be published pursuant to the provisions of Government Code section 36933.

SECTION 7. Severability. The City Council of the City of El Cajon intends this ordinance to supplement not duplication or contradict, applicable state and federal law and this ordinance shall be construed in light of that intent. If any section, subsection, subdivision, paragraph, sentence, clause or phrase, or portion of this ordinance is, for any reason, held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this ordinance or any part thereof. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance irrespective of the fact that one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared unconstitutional or invalid or ineffective. To this end, the provisions of this ordinance are declared to be severable.

EXHIBIT A

§ 2.56.030. Prohibited acts.

No person shall do any of the following acts within the premises of any city park or city playground:

A. Transport, carry, fire or discharge any firearm, weapon, air gun, slingshot, or explosive of any kind;

B. Discharge any firecracker, bomb, torpedo, rocket or other fireworks; provided, however, that supervised public displays of fireworks by the city may be permitted pursuant to Article 78 of the Uniform Fire Code adopted by the city;

C. Pick, dig, remove, injure, destroy or carry away wood, soil, leaf mold or rock, or any tree, flower, plant or shrub, except with the permission of the director of parks;

D. Ride, drive, bring, allow or permit any bovine animal, sheep, goat or swine, or bring, allow or permit any horse or ass therein, except when ridden on specially designated trails or areas, unless authorized to do so by the city council or designee;

E. Bring any dog or permit any dog, to be brought therein unless the same is at all times kept on a leash. However, this provision does not apply to that certain area of Wells Park designated as a "leash free" area;

F. No person shall throw or deposit any commercial or noncommercial handbill circulars, pamphlets, tracts, or advertisements in or upon any sidewalk, street or other public place within the city. Nothing herein shall prevent any person from handing out, distributing, or selling any commercial handbill on any public sidewalk or pedestrian pathway in conformance with Chapter 12.06 of this code provided, however, that no person shall hand out, distribute, or sell any commercial handbill in any other public place not allowed by Chapter 12.06. Further, it is not unlawful on any sidewalk, street, pedestrian pathway, or other public place within the city for any person to hand out or distribute, without charge to the receiver thereof, any noncommercial handbill to any person willing to accept it. No person shall post or affix to any pole, tree, car, fence or structure situated therein any kind of handbill, circular, pamphlet, tract, or advertisement;

G. Build, kindle or light, or permit to be built, kindled or lighted, a fire in any location, except in a safe place established for that purpose; provided that all fires shall be subject to supervision by the director of recreation. No person shall throw away any lighted cigar, cigarette or tobacco or lighted match or other matter that could set fire to any grass, shrubs or buildings;

H. Vend, offer for sale or dispose of goods, wares or merchandise, or conduct any business unless authorized to do so by Chapter 12.06, or by the city council or designee, except that nothing in this provision shall prohibit religious or political solicitations;

I. Leave or throw away any garbage, refuse, cans, ashes, bottles, broken glass or like substances, or any carcass of any animal or fowl in any place, except into incinerators or containers provided for that purpose;

J. After using a stove, permit such stove to remain in any untidy condition, or fail to clear away therefrom all cooking utensils and other materials;

K. Place any food, dishes, cooking utensils or other things in any stream, lake, pond, pool, fountain, or at any hydrant for the purpose of cleaning the same, nor shall any person use any stream, lake, pond, pool, fountain, or hydrant for washing, swimming or bathing, or otherwise pollute the same;

L. Take, kill, wound or maltreat any bird or animal, either wild or domesticated;

M. Set up or maintain any exhibition, show, performance, concert, place of amusement, or concert hall without permission from the director of recreation. No person shall use amplification contrary to Chapter 9.44 of this code;

N. Play baseball, football, or any other game of ball, cricket or other game, except in any such place as shall be specifically designated for that purpose by the director of recreation;

O. No male person shall resort to any toilet set apart for women, and no female person shall resort to any toilet set apart for men; provided, however, that this shall not apply to children accompanied by a guardian entering a toilet set apart for the gender of the guardian;

P. Drive or ride a bicycle on any pedestrian walk, as distinguished from an automobile road or a designated bicycle path, unless authorized by the director of recreation or designee. No person shall drive any such bicycle at a greater speed than that specified by traffic ordinance by the city council for a road within a city park or city playground and indicated by a sign or signs placed along such road;

Q. Ride or drive any motorcycle, motor vehicle or other vehicle within any city park or city playground, unless authorized by the director of recreation or designee. Ride or drive any motorcycle, motor vehicle or other vehicle at a greater speed than ten miles per hour at the entrance or exit thereto, or at a greater speed than fifteen miles per hour at any other place therein. No person shall drive any such motorcycle, motor vehicle or other vehicle at a greater speed than that specified by traffic ordinance by the city council for a road within a city park or city playground and indicated by a sign or signs placed along such road;

R. Leave or park any motorcycle, electric bike, motorized scooter, motor vehicle, or leave or hitch any horse on any driveway or at any other place, except at such place or places as are provided for and designated as places for parking motorcycles, electric bikes, motorized scooters, motor vehicles or other vehicles, or for hitching horses;

S. Haul or carry on any cart, wagon, truck or other vehicle, any manure, garbage, rubbish, hay, soil or lumber without the permission of the director of parks;

T. Obstruct the free travel of vehicles or pedestrians on any road, avenue, walk or path;

U. No child under the age of seven years shall be unattended by an adult;

V. Consume or possess any alcoholic beverage in violation of Chapter 9.22 of this code;

W. Remain upon the grounds of a city park or city playground, or occupy the grounds of such park or playground or any part thereof, or use any of the facilities or equipment therein, or permit any vehicle to remain therein, except between the hours of seven a.m. and ten-thirty p.m. of any day, unless authorized by the director of recreation. The director of recreation may, in reasonable discretion, designate and enforce a suitable and proper time for closing such grounds or facilities and equipment;

X. Camp, lodge or sleep overnight, or between the hours of ten-thirty p.m. and seven a.m.;

Y. Dispose of human waste in other than a designated facility, as provided in Chapter 9.38 of this code.

Z. Except as otherwise provided in subdivision (1) of this subsection, operate any food establishment (as defined in Section 113780 of the California Health and Safety Code), mobile food facility (as defined in Section 113900 of the California Health and Safety Code), vending machine (as defined in Section 113903 of the California Health and Safety Code), produce stand (as defined in Section 113855 of the California Health and Safety Code), swap meet prepackaged food stand (as defined in Section 113905 of the California Health and Safety Code), temporary food facility (as defined in Section 113895 of the California Health and Safety Code), satellite food distribution facility (as defined in Section 113880 of the California Health and Safety Code), stationary mobile food preparation unit (as defined in Section 113890 of the California Health and Safety Code), mobile food preparation unit (as defined in Section 113815 of the California Health and Safety Code) or open air barbecue facility (as defined in Section 113830 of the California Health and Safety Code).

1. This subsection is not intended to prohibit activities wherein no permanent facilities are used for storing or handling food, nor families, groups, or other organizations which give or sell food to its members and guests at occasional events. For the purposes of this subsection the term "occasional event" means an event that occurs not more than two days in any ninety-day period.

2. This prohibition does not apply to: (a) community events in accordance with Chapter 5.52; (b) to a city council sponsored community event; (c) sidewalk vendors in accordance with Chapter 12.06; (d) nor to those who have obtained the necessary permit to hold an event at a city recreation center, East County Performing Arts Center, or the Community Center.

3. The exception found in subdivision (1) of this subsection shall not be construed to allow a person to use park property as a mobile or stationary kitchen, "eating establishment, restaurant or similar purpose to provide food to the general public, including, but not limited to, a food bank as defined in Section 114445 of the California Health and Safety Code.

AA. Possess or dispose of any tobacco or tobacco-related product in violation of Section 8.32.025 of this code.

BB. Store personal property, including camp paraphernalia.
(Prior code § 23-9; Ord. 3723 §§ 1, 2, 1983; Ord. 3797 § 2, 1987; Ord. 4037 § 1, 1987; Ord. 4506, 1996; Ord. 4258, 1997; Ord. 4613 § 1, 1999; Ord. 4737 § 1, 2003; Ord. 4751 § 3, 2003; Ord. 4764 §§ 1, 2, 2004; Ord. 5075 §§ 2—4, 2018)

EXHIBIT B

Chapter 9.42 Bicycle, Electric Bicycle, Motorized Scooter, Scooter, Dockless Vehicles, and Skateboarding – Prohibitions.

§ 9.42.010. Purpose and scope.

The purpose of this chapter is to preserve the public health, safety and welfare within the city. It is the finding of this legislative body that pervasive bicycle, electric bicycle, motorized scooter, scooter, dockless vehicle, and skateboarding within the city presents a significant threat to the peace, health and safety of the community. For this reason, it is the intent of this legislative body to limit such activity. It is not the intent of this legislative body to limit the private enjoyment of such activity where it is safe to do so.

The provisions of this chapter do not prohibit the possession of bicycles, electric bicycles, motorized scooters, scooters, dockless vehicles, or skateboards if not ridden.

Nothing in this chapter shall prohibit the use of wheeled devices by physically disabled persons. (Ord. 5076 § 5, 2019)

§ 9.42.020. Definitions

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

"Bicycle" means any device upon which a person may ride which is propelled by human power through a system of belts, chains or gears, and which has one or more wheels (California Vehicle Code Section 231 as it may be amended from time to time).

“Electric bicycle”, as defined by California Vehicle Code 312.5 as it may be amended from time to time, means a bicycle equipped with fully operable pedals and an electric motor that does not exceed 750 watts of power.

(1) A “class 1 electric bicycle,” or “low-speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, that is not capable of exclusively propelling the bicycle, except as provided in paragraph (4), that ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour, and that is not capable of providing assistance to reach speeds greater than 20 miles per hour.

(2) A “class 2 electric bicycle,” or “low-speed throttle-assisted electric bicycle,” is a bicycle equipped with a motor that may be used exclusively to propel the bicycle, and that is not capable of providing assistance when the bicycle reaches the speed of 20 miles per hour.

(3) A “class 3 electric bicycle,” or “speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, that is not capable of exclusively propelling the bicycle, except as provided in paragraph (4), and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour, and equipped with a speedometer.

(4) A class 1 or class 3 electric bicycle may have start assistance or a walk mode that propels the electric bicycle on motor power alone, up to a maximum speed of 3.7 miles per hour.

“Motorized scooter” or “electric scooter”, as defined by California Vehicle Code 407.5 as it may be amended from time to time, means:

(a) Any two-wheeled device that has handlebars, has either a floorboard that is designed to be stood upon when riding or a seat and footrests in place of the floorboard, and is powered by an electric motor. This device may also be designed to be powered by human propulsion.

(b) A device meeting the definition in subdivision (a) that is powered by a source other than electrical power is also a motorized scooter.

"Dockless vehicle" means:

A. Any wheeled device, other than an automobile or motorcycle, that is powered by a person or motor;

B. Accessed via an on-demand portal, whether a smartphone application, membership card, or similar method;

C. Owned by a private entity that owns, manages, and maintains devices for shared use by members of the public without a physical dispatching location within the City; and

D. Available at unstaffed, self-service locations, to members of the public for their personal operation.

"Expanded Civic Center" means the areas of El Cajon City known as City Hall, East County Regional Center, East County Performing Arts Center, Library, Community Center and Fire Facility Headquarters Complex, more particularly described as follows:

Lots 1 through 5, inclusive of Superblock Phase II in the city of El Cajon, county of San Diego, state of California, according to Map thereof No. 9458, filed in the office of the recorder of said county February 6, 1980. Together with Lot I of El Cajon Civic Center in the city of El Cajon, county of San Diego, state of California, according to Map thereof No. 8071 filed in the office of the recorder of said county February 14, 1975; and Blocks 4 and 5 of Map of El Cajon City, Map No. 597, filed in the office of the recorder of San Diego County, California, on April 28, 1886. Together with that portion of Highland Avenue between Douglas Avenue and Lexington Avenue closed by the El Cajon city council on February 3, 1987, Resolution No. 46-87.

"Public parking lot" means any publicly owned, operated or maintained parking lot, parking facility, sidewalk, walkway, path, ramp, bridge, plaza, mall, trolley station, quadrangle or patio.

"Ride" means move, not move, or travel at any speed while supported by a device.

"Scooter" means a foot-operated vehicle consisting of a narrow board of wood, metal, plastic, fiberglass, or other material, and having two or more wheels tandem with an upright steering handle attached to the board or the front wheels.

"Skateboard" means any toy or device upon which a person may ride standing or sitting, which coasts, glides, or is propelled by human power, which is a board or other surface mounted on one or more wheels.

"Skatepark" means a facility owned, operated or managed by the city of El Cajon, designed specifically to accommodate skateboarding and in-line skating, where skating rules and hours are posted, and are specifically located at Kennedy Skatepark and Renette Plaza.
(Ord. 5076 § 5, 2019)

§ 9.42.030. Bicycle, electric bicycle, motorized scooter, scooter, dockless vehicles, or skateboarding prohibited.

Notwithstanding Chapter 2.56, it is unlawful for any person to ride a skateboard, scooter, electric bicycle, motorized scooter or dockless vehicle within any city park, any city playground, any public facility, or upon any public grounds in the Expanded Civic Center area or the public property between Main Street and Douglas Avenue, including that area commonly referred to as the Prescott Promenade. It is unlawful for any person to ride a bicycle in the Expanded Civic Center area of the public property between Main Street and Douglas Avenue, including the area commonly referred to as the Prescott Promenade, unless upon a bike path, alley, street or highway. (Ord. 5076 § 5, 2019)

§ 9.42.040. Skateboarding—Prohibition—Locations.

A. The riding of any skateboard is prohibited upon or across any publicly owned, operated or maintained sidewalk, curb, bike path, alley, street or highway along:

1. Main Street from Chambers to Ballantyne Street; or

2. Magnolia Avenue from Lexington Avenue to Madison Avenue.

B. The riding of any skateboard is also prohibited upon or across any privately owned, operated or maintained parking lot, parking facility, sidewalk, walkway, path, ramp, bridge, plaza, mall, quadrangle or patio which is held open to the public and which has been posted to prohibit skateboarding.

(Ord. 5076 § 5, 2019)

§ 9.42.045. Skateboard and in-line skate riding—Use of public skatepark facility.

A. No person shall use, remain in or enter any city operated skatepark facility during all closed hours specified in park regulations. A notice indicating time or period when the skatepark facility is closed shall be posted at the skatepark facility. Hours of operation for skatepark facilities are set forth in subsection H, herein.

B. No person shall ride a skateboard, bicycle, scooter or use in-line skates in the skatepark facilities except while wearing commercially manufactured helmet, elbow pads, and knee pads.

C. No person shall use any city operated skatepark facility for any purpose other than skateboarding or inline skating, provided, however, that bicycles and scooters may be used in a city operated skatepark facility during such times, and subject to such limitations, designated by the department of recreation and clearly identified in appropriate notices posted at the city operated skatepark. Use of motorized vehicles or similar devices is specifically prohibited in any city operated skatepark facility.

D. No person shall skate or ride a bicycle or scooter in the parking lot, sidewalks, curbs, or entrance areas near the skatepark facility.

E. For purposes of this section, the term "skatepark facility at Kennedy Skatepark" shall mean the fence and the entire fenced area surrounding and including the skateboard bowls and street plaza area and the land adjacent to the skateboard bowls and street plaza area. The term "skatepark facility at Renette Plaza" shall mean the concrete features between the Renette Park outdoor basketball court and the recreation center building, and between the sidewalk and the Renette Park fence line, not to include the sidewalk and the play court (i.e. hopscotch, tetherball, ball wall area).

F. This section does not apply to any duly authorized city employee while performing duties of their job.

G. Any person who violates this section is guilty of an infraction and upon conviction thereof shall be punished as provided in Section 9.42.070 of this code. Each violation constitutes a separate offense and may be separately punished.

H. Hours of operation for the skatepark facility at Kennedy Park Skatepark, and for the skatepark facility at Renette Plaza, are as follows:

1. Kennedy Skatepark. Hours shall be as posted and shall vary seasonally. Skating is prohibited in the skatepark facility when the facility is locked, when posted "closed," or when the facility is otherwise scheduled for recreation service sponsored/approved activities.

2. Renette Multi-Purpose Court. Skating is prohibited between dusk/sundown and sunrise, or when the facility is otherwise scheduled for recreation service sponsored/approved activities.

(Ord. 4967 § 2, 2011)

§ 9.42.050. Right-of-way.

A. It is unlawful for any person who is riding a skateboard, to fail to yield the right-of-way to all pedestrians within or approaching the area.

B. It is unlawful for any person who is riding a skateboard, while upon a public street, including the sidewalk or alley, to interfere with the movement of vehicles thereon.

(Ord. 5076 § 5, 2019)

§ 9.42.060. Ramps prohibited.

A. It is unlawful for any person to use, construct or place upon any public property a ramp, jump, platform, or similar device intended for use by a person riding a bicycle, skateboard, or similar wheeled device.

B. The costs incurred by the city in removing a ramp, jump, platform, or similar device placed contrary to this section shall be a charge imposed upon and payable by the individual violating this section. If the individual violating this section is a minor, then the charge shall be imposed against the individual's custodial parent, parents or guardians.

(Ord. 5076 § 5, 2019)

9.42.065. Violation- Enforcement.

A. The provisions of Chapter 1.24 of this code shall apply to any violations of this chapter unless specified otherwise.

B. The City Manager may delegate authority for the enforcement of the provisions of this chapter to a park ranger, code enforcement officer, and/or law enforcement officer of the City, as applicable.

§ 9.42.070. Fines for violation.

A violation of this chapter is an infraction punishable by:

A. A fine not exceeding twenty-five dollars, for a first offense;

B. A fine not exceeding fifty dollars for a second violation of this chapter within one year; or

C. A fine not exceeding one hundred dollars for a third and each additional violation of this chapter within one year.

(Ord. 5076 § 5, 2019)

City Council
Agenda Report
Agenda Item 6.

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Deyanira Brito, Senior Management Analyst

SUBJECT: Approval of Resolution Approving and Adopting the FY 2026-2027 One Year Action Plan, Acceptance of Annual Allocations (CDBG and HOME) and Minor Adjustments and Amendments

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RECOMMENDATION:

That the City Council:

1. Receives and approves the final funding recommendations for the FY 2026–2027 One Year Action Plan; and
2. Adopts the next Resolution, in order:
   a. Approving and adopting the FY 2026–2027 One Year Action Plan;
   b. Authorizing the City Manager or designee to submit the final version of the plan to HUD, with such changes and adjustments necessary for HUD approval;
   c. Authorizing the City Manager or designee to execute all documents and agreements necessary to finalize the plan, projects and programs as detailed in this report;
   d. Accepting, appropriating, and expending the FY 2026–2027 allocations from HUD for Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) programs, as well as carryover of prior year funds, detailed in this report and in Attachments 1 and 2;
   e. Modifying the current year appropriations as detailed in the report; and
   f. Allocating, appropriating, and expending $22,865 in CDBG Program Income for administrative costs (C1116) and 2026-2027 ADA/Concrete Improvement Program (CXXXX/273974ESCP) and $199,194.68 in HOME Program Income for administrative costs (H1120) and Wakeland Housing Acquisition/Rehab Affordable Housing Project (HXXXX) in Fiscal Year 2025-2026, as detailed in this report.

BACKGROUND:

FY 2026-2027 One Year Action Plan

On March 24, 2026, staff presented to City Council the draft FY 2026-2027 One Year Action Plan ("Action Plan") using estimated grant allocations. The Action Plan was released to the public in accordance with the City's Citizen Participation Plan for a 30-day review and comment period starting April 1, 2026, and ending April 30, 2026. No comments were received throughout the 30-day review and comment period. However, at the March 24, 2026 public hearing, five public comments were received during the Action Plan development process and will be incorporated in the final Action Plan. The final Action Plan, once available, can be found at the City's website at www.elcajon.gov/housing and on file at the Project Assistance Center.

Minor Adjustments to the Final 2026-2027 CDBG and HOME Allocations
On April 6, 2026, the City received the final grant allocations for CDBG and HOME funds for FY 2026-2027. The City received a 3.2 percent increase to CDBG and a 2.81 percent decrease to HOME. As shown in Attachment 1 and Attachment 2, minor changes were made to finalize the funding recommendations to account for the revised funding allocations from HUD. The final allocations resulted in a $42,439 increase for CDBG and a $16,587.61 decrease for HOME, with final allocations of $1,322,314 for CDBG and $573,560.75 for HOME.

During the March 24, 2026 public hearing, staff presented the draft funding recommendations using the prior year amounts. In addition, that agenda report and related attachments included recommended adjustments once the City received the final HUD allocations for 2026-2027. The following adjustments were made to account for the final CDBG and HOME Allocations for 2026-2027, as summarized below:

CDBG Planning and Administration Costs: An additional $8,487 is available to allocate to cover City staff time and overhead costs to implement the CDBG program. As presented at the March 24, 2026 public hearing, any increases to the CDBG allocation would be applied to the Planning and Administration costs up to 20% of the funding allocation. In addition, due to the increase in the CDBG allocation, staff recommends adjusting the amount to CSA San Diego to come from both CDBG Planning and Administration and Public Services for a total amount of $40,000. This does not change the recommended amount to CSA approved by City Council on March 24, 2026, but allows the City to use the additional $6,365 to cover Planning and Administrative costs, bringing the total increase to $14,852.

CDBG Public Services: There will be no net impact to the funding recommendations for service providers as presented at the March 24, 2026 City Council meeting. The additional $6,365 available for public services will be adjusted as described above.

CDBG Capital Improvement Projects (CIP): After adjusting for planning, administration, and public services costs, there is an additional $27,587 that can be allocated to a CIP. This additional funding is being added to the ADA Concrete Improvement Program for 2026-2027, as approved by City Council.

HOME Administrative Costs: Due to the decrease in the HOME allocation, the allocation for administrative costs has been reduced by $1,658.76. This decrease has been offset by the increase to the CDBG Planning and Administration allocation.

HOME Housing Pool of Funds and Community Housing Development Organization Set Aside: Due to the decrease in the HOME allocation, the amount available has been decreased by $14,928.85.

After City Council approval and adoption of the resolution, staff will submit the necessary items to HUD in order to receive a HUD Grant Agreement for both CDBG and HOME. Staff will work closely with the City Attorney's Office to prepare the necessary CDBG and HOME agreements, or other related agreements.

Minor Adjustments and Amendments (Current Year)
As the City nears its fiscal year-end and fund balances are reconciled, various budget appropriations are needed to ensure that CDBG and HOME Investment Partnerships Act projects and programs are adequately funded. The fiscal administrative steps necessary to amend the Fiscal Year 2025-2026 appropriations are detailed in the following tables below.

CDBG Project Adjustments
CDBG funding allows (up to 20%) for program income, due to loan repayments, to be used to pay for planning and administration costs only during the current fiscal year (2025-2026). The remainder will be added to the ADA Concrete Improvement Program for 2026-2027, as approved by City Council at the March 24, 2026 meeting. The following details proposed appropriation increases for this purpose:

The City received CDBG Loan repayments in the amount of $22,865. The loan proceeds will be deposited into the following accounts:

Project/Program	Dept/Fund/Project	Type of Adjustment	Amount $	Justification
CDBG Planning and Administration 2025-2026	Development Services/CDBG/ 271280/C1116	Increase	$4,573	CDBG Loan Repayment
CDBG ADA/Concrete Improvement Program 2026-2027	Development Services/271280/CXXXX/273974ESCP	Increase	$18,292	CDBG loan Repayment

HOME Project Adjustments
HOME funding allows (up to 10%) for program income, due to loan repayments, to be used to pay for planning and administration costs. The remainder goes to the unallocated fund until an eligible project is determined. The unallocated fund balance will be appropriated to Wakeland Housing Acquisition/Rehab Affordable Housing Project (HXXXX) to ensure sufficient prior-year funds are available for the total project cost, as approved by City Council on March 24, 2026. The following details proposed appropriation increases for this purpose:

The City received HOME Loan repayments in the amount of $199,194.68. The loan proceeds will be deposited into the following accounts:

Fiscal Year 2025-2026	Dept/Fund/Project	Type of Adjustment	Amount $	Justification
HOME Planning and Administration – Program Income *any excess can be rolled over to next fiscal year	Development Services/HOME 276280/H1120	Increase	$14,953.80	HOME Loan Repayments

Wakeland Housing Acquisition/Rehab Affordable Housing Project	Development Services/HOME 276280/8530/HXXXX	Increase	$184,240.88	HOME loan Repayments

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The proposed adoption of the Action Plan is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines sections 15060(c)(3) and 15378, because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment. Furthermore, the Action Plan is exempt from the provisions of the National Environmental Policy Act (NEPA) pursuant to 24 CFR, Part 58, Section 58.34(a)(3) because it is an administrative action and does not involve activities that will alter existing environmental conditions. Each project and program within the Action Plan will be reviewed for NEPA and CEQA compliance before expending funds or entering into any agreements with Subrecipients, Developers, or Contractors.

FISCAL IMPACT:

All CDBG and HOME allocations will be used to fund project and program costs pursuant to Federal law. There is no impact to the General Fund. This action accepts, appropriates, and expends the following:

FY 2026-2027

- HUD CDBG and HOME allocations as described in this report, as well as Attachments 1 and 2 and City Council Resolution, including HUD entitlement funds of $1,322,314 in CDBG (271280) and $573,560.75 in HOME (276280)
- Increases ADA/Concrete Improvements Program (CXXXX/273974ESCP) by $18,292 using program income and carryover prior year funds

FY 2025-2026

- CDBG administration (C1116) by $4,573 using program income
- HOME administration (H1120) by $14,953.80
- Wakeland Housing Acquisition/Rehab Affordable Housing Project (276280/HXXXX) by $184,240.88

Prepared By: Jose Dorado, Housing Manager and Deyanira Brito, Senior Management Analyst

Reviewed By: Yazmin Arellano, Director of Development Services

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

Attachment 1 - CDBG Allocations

Attachment 2 - HOME Recommendations

RESOLUTION NO. __-26

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF EL CAJON ADOPTING THE
FY 2026-2027 ONE YEAR ACTION PLAN AND
ACCEPTING, APPROPRIATING AND EXPENDING
CDBG AND HOME FUNDS FOR FY 2026-2027 AND
ACCEPTING, APPROPRIATING AND EXPENDING OTHER
MINOR ADJUSTMENTS AND AMENDMENTS FOR FY 2025-2026

WHEREAS, the City of El Cajon is an entitlement jurisdiction and is eligible to receive funding from the U.S. Department of Housing and Urban Development ("HUD") relative to the Community Development Block Grant ("CDBG") and HOME Investment Partnerships Program ("HOME") entitlement grant funds; and

WHEREAS, the City as a recipient of those funds is required to prepare a Five Year Consolidated Plan outlining housing and community development needs in El Cajon from FY 2024-2025 to FY 2028-2029 ("2024-2028 Consolidated Plan") and a FY 2026-2027 One Year Action Plan ("FY 2026-2027 Action Plan") as required by the regulations for these grant sources; and

WHEREAS, the City of El Cajon is receiving $1,322,314 in CDBG and $573,560.75 in HOME entitlement grant funds from HUD for the third year of the Con Plan; and

WHEREAS, the City of El Cajon has identified $3,650,000 in HOME prior year funds for use in FY 2026-2027 for eligible programs; and

WHEREAS, the City of El Cajon has identified $22,865 in CDBG program income from loan repayments to allocate to CDBG administrative costs and CDBG unallocated funds for FY 2025-2026; and

WHEREAS, the City of El Cajon has identified $199,194.68 in HOME program income from loan repayments to allocate to HOME administrative costs and HOME Wakeland Housing Project (HXXXX) for FY 2025-2026; and

WHEREAS, the City duly advertised and held two public hearings on September 23, 2025 and March 24, 2026, respectively, during which it considered the funding priorities within the FY 2026-2027 Action Plan; and

WHEREAS, the City has made the FY 2026-2027 Action Plan available for public review and comment for a minimum 30-day period between April 1, 2026 and April 30, 2026; and

WHEREAS, no public comments were received during the public review and comment period, however, five public comments were received during the FY 2026-2027 Action Plan development process at the March 24, 2026 public hearing; and

WHEREAS, the City met the requirements of HUD set forth at 24 CFR 91, and found the CDBG and HOME allocations presented in the FY 2026-2027 Action Plan to be consistent with the 2024-2028 Consolidated Plan.

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

1. The City Council of the City of El Cajon does hereby accept, appropriate and expend CDBG and HOME funds for FY 2026-2027 as follows:

CDBG FY 2026-2027 ALLOCATION			
City Project No.	**Agency/City Department**	**Project/Program**	**2026-2027 ALLOCATION**
C1116	City - Housing	CDBG Administration	**$230,828**
C1115	CSA San Diego County	Fair Housing Services	**$33,634**
CXXXX/273974ESCP	City – Development Services	ADA/Concrete Improvement Program 2026	**$177,586**
CXXXX/273973ESCP	City – Development Services	Neighborhood Street Lights Project 206	**$581,919**
CXXXX/273975ESCP	City – Development Services	Traffic Safety Calming 2026	**$100,000**
C1112	East County Transitional Living Center	Emergency Shelter Program	**$100,000**
C1113	ElderHelp of San Diego	Senior Care Coordination Program	**$10,000**
CXXXX	Family Health Centers of San Diego	Homeless Services	**$30,000**
C1111	Interfaith Shelter Network of San Diego	Rotational Shelter	**$10,893**
C1144	Mama's Kitchen	Home-Delivered Meal Program	**$15,000**
C1114	Meals on Wheels Greater San Diego	Meals on Wheels El Cajon	**$26,088**
CXXXX	CSA San Diego County	Fair Housing Services	**$6,366**
		TOTAL CDBG FY 2026-2027 ALLOCATION:	**$1,322,314**

HOME FY 2026-2027 ALLOCATION			
City Project No.	**Agency**	**Project/Program**	**2025-2026 ALLOCATION**
H1120	City – Development Services - Housing Division	HOME Administration	**$57,356**
HCHDO	Wakeland Housing	CHDO Set Aside Funds	**$86,035**
HXXXX	Wakeland Housing	Acquisition/Rehab Affordable Housing	**$291,316.68**
HPOOL	City – Development Services - Housing Division	Housing Programs Pool of Funds	**$138,853.07**
		TOTAL HOME ALLOCATION:	**$573,560.75**

HOME PRIOR YEAR FUNDS			
H1122	San Diego Housing Commission	First Time Homebuyer Program	**$900,000**
HXXXX	Wakeland Housing	Acquisition/Rehab Affordable Housing	**$2,750,000**
		TOTAL HOME PRIOR YEAR FUNDS:	**$3,650,000**

2. The City Council of the City of El Cajon does hereby accept, appropriate and expend CDBG and HOME funds for FY 2025-2026 as follows:

CDBG PROGRAM INCOME			
C1116	City – Development Services	CDBG Planning and Administration – Program Income	**$4,573**
273974ESCP	City-Development Services-Engineering	ADA/Concrete Improvements Program 2026-2027	**$18,292**
		TOTAL CDBG PROGRAM INCOME	**$22,865**

HOME PROGRAM INCOME			
H1120	City – Development Services	HOME Planning and Administration – Program Income	**$14,953.80**
HXXXX	Wakeland Housing	Acquisition/Rehab Affordable Housing	**$184,240.88**
		TOTAL HOME PROGRAM INCOME	**$360,450.11**

3. The HOME and CDBG Administration budgets are authorized to accept, appropriate and expend the maximum percentages of Program Income received during the year as allowed by the regulations adopted by HUD (10% of eligible Program Income for HOME Administration and 20% for CDBG Administration). Further, the HOME Housing Program Pool of Funds and the CDBG Housing Rehabilitation Loan Program are authorized to be allocated, appropriated and expend all other program income received during the year that is generated from prior activities under these programs for continuation of program services and activities.

4. The City Manager is hereby authorized to further transfer all or part of HOME funds or CDBG funds to eligible projects and programs, as long as it does not exceed 100% of the original allocation to an individual project(s) and program(s), or exceed a decrease or increase greater than $400,000, as approved in the FY 2026-2027 Action Plan. Changes exceeding that percentage are considered a Substantial Amendment and will need to be approved by City Council as outlined in the City's Citizen Participation Plan.

5. The City Manager or such person designated by the City Manager is hereby authorized to execute appropriate Subrecipient Agreements, contracts, and other agreements for the use of the CDBG and HOME funds with the agencies and City Departments as listed above consistent with City and federal policies and guidelines.

6. The City Council hereby adopts the FY 2026-2027 Action Plan, with funding allocations and as presented above, and authorizes the City Manager or designee to submit the Plan to the HUD, to make any necessary or needed corrections or adjustments required by HUD to allocations as outlined above, and to execute all affiliated documents.

CDBG FUNDS AVAILABLE FY 2026-2027 (3.2% increase from previous year)		
FY 2026-27 CDBG Grant Allocation:	**$**	**1,322,314**
Less 20% (MAX) for ADMIN:	$	(264,462)
Less 15% (MAX) for PUBLIC SERVICES:	$	(198,346)
Remaining Funds Available for Capital projects:	**$**	**859,506**

*Assumes level funding over current year

ADMINISTRATION - 20% CAP ($264,462 available)

Agency	Project/Program	Grant	Type	Staff Recommendation	FINAL ALLOCATION
City - Development Services	CDBG Administration (1)	CDBG	Admin	$ 230,827	**$ 230,827**
CSA San Diego County	Fair Housing Services	CDBG	Admin	$ 33,635	**$ 33,635**
Staff Recommendation is based on the amounts approved by City Council at the March 24, 2026 Public Hearing. The final amount has been revised to reflect the final CDBG HUD Allocation (3.2% increase) that was received on April 6, 2026.				$ 264,462	**$ 264,462**

PUBLIC FACILITIES/CAPITAL/OTHER - NO CAP ($859,506 available)

Agency	Project/Program	Grant	Type	Staff Recommendation	FINAL ALLOCATION
City -Development Services	ADA/Concrete Improvement Program 2026-2027	CDBG	Capital	$ 177,587	**$ 177,587**
City - Development Services	Neighborhood Street Lights 2026-2027	CDBG	Capital	$ 581,919	**$ 581,919**
City - Development Services	Traffic Calming 2026-2027	CDBG	Capital	$ 100,000	**$ 100,000**
Staff Recommendation is based on the amounts approved by City Council at the March 24, 2026 Public Hearing. The final amount has been revised to reflect the final CDBG HUD Allocation (3.2% increase) that was received on April 6, 2026.				$ 859,506	**$ 859,506**

PUBLIC SERVICES - 15% CAP ($198,346 available)

Agency	Project/Program	Grant	Type	Staff Recommendation	FINAL ALLOCATION
East County Transitional Living Center	Emergency Shelter Program	CDBG	Pub Svc	$ 100,000	**$ 100,000**
Elderhelp of San Diego	Senior Care Coordination Program	CDBG	Pub Svc	$ 10,000	**$ 10,000**
Family Health Centers of San Diego	Homeless Services	CDBG	Pub Svs	$ 30,000	**$ 30,000**
Interfaith Shelter Network	Rotational Shelter Program	CDBG	Pub Svc	$ 10,893	**$ 10,893**
Mama's Kitchen	Home-Delivered Meal Program	CDBG	Pub Svc	$ 15,000	**$ 15,000**
Meals on Wheels Greater San Diego	Meals on Wheels El Cajon	CDBG	Pub Svc	$ 26,088	**$ 26,088**
CSA San Diego County	Fair Housing Services	CDBG	Pub Svc	$ 6,365	**$ 6,365**
Staff Recommendation is based on the amounts approved by City Council at the March 24, 2026 Public Hearing. The final amount has been revised to reflect the final CDBG HUD Allocation (3.2% increase) that was received on April 6, 2026.				$ 198,346	**$ 198,346**

HOME FUNDS AVAILABLE FY 2026-27 (2.3% decrease from FY 2025-26):		
FY 2026-27 HOME Grant Allocation:	$	573,560.75
Less 10% Reserved for Admin:	$	(57,356)
Less 15% Required for CHDO Set-Aside:	$	(86,035)
Available Using Entitlement Funds:	$	430,169.75
Prior Year Funding Available for HOME Eligible Programs and Projects:	$	3,650,000
Total HOME available to allocate:	$	4,223,560.75

ADMINISTRATION - 10% CAP ($57,356 available)

Agency	Project/Program	Grant	Type	Staff Recommendation	FINAL ALLOCATION
City - Housing	HOME Administration (1)	HOME	Admin	$ 57,356	**$ 57,356**
Staff Recommendation is based on the amounts approved by City Council at the March 24, 2026 Public Hearing. The final amount has been revised to reflect the final HOME HUD Allocation (2.3% decrease) that was received on April 6, 2026.				$ 57,356	**$ 57,356**

CHDO Set-Aside - 15% CAP ($86,035 available)

Agency	Project/Program	Grant	Type	Staff Recommendation	FINAL ALLOCATION
Wakeland Housing	CHDO Set Aside Funds (2)	HOME	CHDO	$ 86,035	**$ 86,035**
Staff Recommendation is based on the amounts approved by City Council at the March 24, 2026 Public Hearing. The final amount has been revised to reflect the final HOME HUD Allocation (2.3% decrease) that was received on April 6, 2026.				$ 86,035	**$ 86,035**

AVAILABLE TO ALLOCATE ($4,223,560.75 available)

Agency	Project/Program	Grant	Type	Staff Recommendation	FINAL ALLOCATION
San Diego Housing Commission	American Dream First-Time Homebuyer (3)*	HOME	Program Income/Entitlement	$ 900,000	**$ 900,000**
Wakeland Housing	CHDO-Acquisition/Rehabiliation Project (5)	HOME	Program Income/Entitlement	$ 2,750,000	**$ 2,750,000**
Wakeland Housing	CHDO-Acquisition/Rehabiliation Project (5)	HOME	Program Income/Entitlement	$ 291,316.68	**$ 291,316.68**
City - DSD - Housing	Housing Program Pool of Funds (6)	HOME	Program Income/Entitlement	$ 138,853.07	**$ 138,853.07**
***this program can receive up to $900,000, as approved by City Council on March 24, 2026.**				$ 4,080,169.75	**$ 4,080,169.75**
FY 2026-27 Grand Totals:				**$ 4,223,560.75**	**$ 4,223,560.75**

City Council
Agenda Report
Agenda Item 7.

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Yazmin Arellano, Director of Development Services

SUBJECT: Approval of Resolution to Authorize the Acceptance, Appropriation, and Expenditure of the El Cajon Boulevard Streetscape Phase 2 Grant Award

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RECOMMENDATION:

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

1. Authorize the City Manager, or approved designee, to accept, appropriate, and expend grant funding as provided through the San Diego Association of Governments (SANDAG) TransNet Smart Growth Incentive Program – Cycle 6 for the El Cajon Boulevard Streetscape Phase 2 project;
2. Authorize the City Manager, or approved designee, to execute other necessary documents with SANDAG to accept any awards of grants; and
3. Appropriate $2,712,275 from the SANDAG TransNet Smart Growth Incentive Program - Cycle 6 Grant (SGIP-EL44), $168,225 from Local TransNet EL03 Asphalt Overlay, and $167,000 from Local TransNet EL11 Sidewalk funds to the Main Street Green Street Phase 2 project (243830PWCP), and authorize the expenditure of these funds.

BACKGROUND:

On April 8, 2025, the City Council authorized staff to submit a grant application to the San Diego Association of Governments (SANDAG) for Cycle 6 of the TransNet Smart Growth Incentive Program (SGIP) for the El Cajon Boulevard Streetscape Phase 2 project. The proposed project is a continuation of the recently completed El Cajon Boulevard Streetscape (Phase 1) project and Main Street Green Street (Phase 1) project, which constructed a single-lane roundabout, bike lanes, widened sidewalks, enhanced crosswalks, decorative lighting, storm drain systems, street trees, landscaping, and site furniture. On December 12, 2025, the City was notified that SANDAG awarded a $2,712,275 grant for the El Cajon Boulevard Streetscape Phase 2 project. The City is required to include local matching funds of $335,225, which is requested through annual TransNet funding. The total project funding increase is $3,047,500.

The El Cajon Boulevard Streetscape Phase 2 project will focus on the segment of El Cajon Boulevard from Johnson Avenue to Main Street by installing widened sidewalks, decorative lighting, accessible facilities, site furniture such as picnic tables and benches, street trees, and drought tolerant landscaping. All improvements are consistent with the Transit District Specific Plan (TDSP), adopted by the City Council in 2018. El Cajon Boulevard Streetscape Phase 2 will be consolidated with an existing, adjacent project (243830PWCP Main Street Green Street Phase 2) due to close proximity to each other and overlapping construction phases. Consolidation of the projects will provide the City with economy of scale, one pre-qualified general contractor in close coordination with local businesses and residents, overall design and construction cost savings, and expedited project completion to meet grant requirements.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The project has been determined to be a subsequent activity pursuant to CEQA Guidelines section 15186 under a previously certified Environmental Impact Report ("EIR"). The conceptual design for the El Cajon Boulevard Streetscape Phase 2 project was approved and analyzed with the El Cajon Transit District Specific Plan Final Program EIR (SCH No. 2017041047) and certified by the City Council on May 8, 2018. The acceptance of grant funds to design and construct the El Cajon Boulevard Streetscape Phase 2 project aligns with the planned design road configuration approved by the TDSP and analyzed by the Final Program EIR. The project will be required to comply with the mitigation framework and all required mitigation measures of the Final Program EIR.

FISCAL IMPACT:

Approval of this action will increase the Main Street Green Street Phase 2 project (243830PWCP) by $3,047,500. The total project budget will increase to $9,847,500, which is primarily comprised of an Active Transportation Program (ATP) grant from the California Department of Transportation.

Prepared By: Zain Hana, Associate Engineer

Reviewed By: Yazmin Arellano, Director of Development Services

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

SANDAG SGIP Cycle 6 Grant Agreement

243830PWCP Main St Green St Phase 2 Roundabout. ZH SK 2026.04.30

RESOLUTION NO.   -26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CAJON AUTHORIZING THE ACCEPTANCE, APPROPRIATION, AND EXPENDITURE OF GRANT AWARD FROM THE SAN DIEGO ASSOCIATION OF GOVERNMENTS TRANSNET SMART GROWTH INCENTIVE PROGRAM – CYCLE 6 FOR EL CAJON BOULEVARD STREETSCAPE PHASE 2 PROJECT

WHEREAS, on December 12, 2025, the City of El Cajon (the "City") was notified that the San Diego Association of Governments (the "Grantor") awarded the City a grant in the amount of $2,712,275 (the "Grant") through its TransNet Smart Growth Incentive Program – Cycle 6 funds for the El Cajon Boulevard Streetscape Phase 2 project (the "Project"); and

WHEREAS, the Project is a continuation of the recently completed El Cajon Boulevard Streetscape (Phase 1) project and Main Street Green Street (Phase 1) project, and will focus on the segment of El Cajon Boulevard between Johnson Avenue and Main Street, and will include the installation of widened sidewalks, decorative lighting, accessible facilities, site furniture such as picnic tables and benches, street trees, and drought tolerant landscaping; and

WHEREAS, the City agrees to provide $335,225.00 in matching funds towards the total cost of the Project; and

WHEREAS, the Grant and proposed Project improvements are in accordance with the El Cajon Transit District Specific Plan Final Program Environmental Impact Report (PEIR SCH #2017041047); and

WHEREAS, approval of this action will result in the receipt of $2,712,275 in Grant reimbursement funds, increasing the Project budget for the Main Street Green Street Phase 2, which is primarily funded by the California Department of Transportation's Active Transportation Program grant award, by $3,047,500, resulting in a total project budget for the Main Street Green Street Phase 2 (243830PWCP) of $9,847,500; and

WHEREAS, the City Council has determined that it is in the best interests of the City to authorize the City Manager, or their designee, to accept, appropriate, and expend the Grant funds to: execute all documents and agreements necessary to receive the Grant; appropriate $2,712,275 from the SANDAG TransNet Smart Growth Incentive Program - Cycle 6 Grant (SGIP-EL44), $168,225.00 from Local TransNet EL03 Asphalt Overlay, and $167,000 from Local TransNet EL11 Sidewalk funds to the Main Street Green Street Phase 2 project (243830PWCP); and authorize the expenditure of these funds.

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

1. The above recitals are true and correct, and are the findings of the City Council.

2. The City Council hereby finds that the Grant and proposed Project improvements are in accordance with the El Cajon Transit District Specific Plan Final Program Environmental Impact Report (PEIR SCH #2017041047).

3. The City Council hereby authorizes the City Manager, or their designee, to accept, appropriate, and expend the Grant funds to: execute all documents and agreements necessary to receive the Grant; appropriate $2,712,275 from the SANDAG TransNet Smart Growth Incentive Program - Cycle 6 Grant (SGIP-EL44), $168,225.00 from Local TransNet EL03 Asphalt Overlay, and $167,000 from Local TransNet EL11 Sidewalk funds to the Main Street Green Street Phase 2 project (243830PWCP); and authorize the expenditure of these funds.

4. The City Council hereby further authorizes the City Manager, or their designee, to execute any Grant-related documents and agreements necessary for the receipt and use of these Grant funds on behalf of the City, with such changes as may be approved by the City Manager, or their designee, and to take all actions and to execute all documents necessary or appropriate to carry out the terms of the Grant.

GRANT AGREEMENT BETWEEN
THE SAN DIEGO ASSOCIATION OF GOVERNMENTS AND
CITY OF EL CAJON
REGARDING EL CAJON BOULEVARD STREETSCAPE PHASE 2

TRANSNET SMART GROWTH INCENTIVE PROGRAM – CYCLE 6

SANDAG CONTRACT NO. S1592788

THIS GRANT AGREEMENT ("Agreement") is made and entered into effective as of the last signature date below by and between the San Diego Association of Governments ("SANDAG") and City of El Cajon ("Grantee"). This Agreement expires on October 31, 2029, unless amended in writing by mutual agreement of the parties.

The following recitals are a substantive part of this Agreement:

A. The SANDAG Board of Directors allocates funds under the TransNet local sales tax program to support local transportation-related infrastructure projects in the San Diego region through a competitive process.

B. The TransNet Extension Ordinance contains provisions to fund the Smart Growth Incentive Program (SGIP), for which funding began on April 1, 2008. The SGIP encompasses projects that better integrate transportation and land use and recognizes the comprehensive effort to integrate smart growth place-making, access to transit, and environmental justice.

C. In January 2010, the SANDAG Board of Directors approved Board Policy No. 035: Competitive Grant Program Procedures, which is available in its updated version at https://www.sandag.org/about/bylaws-and-policies. This Agreement and the Grantee's performance are subject to Board Policy No. 035, as the same may be amended from time to time, which includes multiple "use it or lose it" provisions.

D. On November 22, 2024, the SANDAG Board of Directors approved the program eligibility and evaluation criteria for the SGIP Cycle 6 Call for Projects, including up to $45 million in funding from TransNet.

E. On January 6, 2025, SANDAG issued a call for projects from local jurisdictions in San Diego County that wish to apply for a portion of the TransNet SGIP funds for use on climate action planning, planning, and capital improvement projects meeting certain criteria.

F. On December 12, 2025, the SANDAG Board of Directors approved a list of recommended SGIP Cycle 6 planning and climate action projects for this competitive grant cycle, and one of those projects is the subject of this Agreement (Project). The Project Scope of Work and Budget, and Project Schedule are included as Attachments A and B, respectively.

G. The purpose of this Agreement is to establish the terms and conditions for SANDAG to provide Grantee with funding to implement the Project.

H. Although SANDAG will provide financial assistance to Grantee to support the Project, SANDAG will not take an active role or retain substantial control of the Project. Therefore, this Agreement is characterized as a funding agreement rather than a cooperative agreement.

NOW, THEREFORE, it is agreed as follows:

I. GRANT AWARD

A. The total amount payable by SANDAG to Grantee under this Agreement shall be the proportion of actual Project costs allocated to grant funding in the Project Budget (Attachment A) and shall not exceed the grant award of $2,712,275 (Fund Limit).

B. It is agreed and understood that this Agreement Fund Limit is a ceiling and that SANDAG will only reimburse the allowable cost of services rendered as authorized by SANDAG at or below the Fund Limit.

C. Grantee is included in the Regional Transportation Improvement Plan (RTIP). The TransNet MPO ID for the Project is EL44.

II. PROJECT BUDGET

The Grantee and SANDAG have agreed to a Project Budget outlined in Attachment A. The Grantee and third-party contractor(s) will incur obligations to the Project only as authorized by the Project Budget. Grantee may, with prior written approval from the SGIP Program Manager, reallocate funds between tasks in the Project Budget as long as all of the following conditions are met:

1. The funds to be reallocated do not exceed an aggregate amount of ten percent for any particular task in the Project Budget,

2. The reallocation does not negatively impact the benefits obtained from the Project, and

3. There is no increase to the Fund Limit or decrease to the matching funds.

Any other changes to the Project Budget require the issuance of an amendment to this Agreement.

III. MATCHING FUNDS

Grantee agrees to provide matching funds in an amount of $335,225 of the actual cost of the Project, estimated to be 11 percent based on the Project Budget. If the actual cost of the Project exceeds the Project Budget, Grantee is responsible for 100 percent of the actual cost greater than the Project Budget.

I. Availability of Grant Funding

Except where expressly allowed in writing herein, credits for matching funds will be made or allowed only for work performed on and after the Agreement effective date and before the termination date of this Agreement, unless expressly permitted by SANDAG in writing.

J. Reduction of Matching Funds

The Grantee agrees that no matching funds may be reduced unless a reduction of the proportional share of the grant funding provided by SANDAG under this Agreement is also made.

K. Prompt Payment of Grantee's Share of Matching Funds

Grantee agrees to complete all actions necessary to provide its share of the Project costs at or before the time the matching funds are needed from Grantee to pay for Project costs. The Grantee agrees to provide not less than its cumulative required match amount of Project costs prior to invoicing SANDAG for reimbursement. Each of Grantee's invoices must include its matching fund contribution, along with supporting, descriptive, and explanatory documentation for the matching funds provided.

IV. PROJECT MANAGER

Grantee's Project Manager is Zain Hana.

The SGIP Program Manager is Goldy Herbon.

Project Manager continuity and experience are deemed essential in Grantee's ability to carry out the Project under the terms of this Agreement. Should the Grantee change the Project Manager, it will provide written notice to the SGIP Program Manager within ten business days of the change, including contact information for the new Project Manager.

V. NOTICE

All notices required to be given by either party to the other, shall be deemed fully given when made in writing and received by the parties at their respective addresses:

San Diego Association of Governments
Attention: Grants Program Manager
1011 Union Street, Suite 400
San Diego, CA 92101

Grantee:
City of El Cajon
Attention: Zain Hana
200 Civic Center Way
El Cajon, CA 92020

VI. PROJECT IMPLEMENTATION

A. General

The Grantee agrees to carry out the Project as follows:

1. Project Description

   Grantee agrees to perform the work as described in the Scope of Work included in Attachment A.

2. Grantee's Capacity

   The Grantee agrees to maintain or acquire sufficient legal, financial, technical, and managerial capacity to: (a) plan, manage, and complete the Project as described in Attachment A and provide for the use of any Project property; (b) carry out any safety and security aspects of the Project; and (c) comply with the terms of the Agreement and all applicable laws, regulations, and policies pertaining to the Project and the Grantee, as the same may be amended from time to time, including but not limited to Board Policy No. 035.

3. Project Schedule

   The Grantee agrees to complete the Project according to the Project Schedule included in Attachment B and in compliance with Board Policy No. 035, as the same may be amended from time to time.

4. Project Implementation and Oversight Requirements

Grantee agrees to comply with the Performance Measures included in Attachment C.

5. Baseline Data Collection

The Grantee is required to coordinate with SANDAG staff on the development of a baseline data collection plan prior to beginning construction of the Project. SANDAG has developed example data collection plans, the methodology, and templates for consistent evaluations in the pre- and post-project conditions across all projects, consistent with TransNet performance audit recommendations and best practices.

SANDAG will conduct counts prior to project construction, during the second week of May or September. Counts will include 24-hour motor vehicle speeds and volumes on each unique roadway segment, in addition to counting all bicyclists, pedestrians, and other micromobility users that same day for a 14-hour duration at the same location. For shorter project segments where only one location (typically an intersection) will be counted, data collection at this site will be conducted twice – once midweek (Tuesday, Wednesday, or Thursday), and again the following Saturday or Sunday. If these timeframes are deemed infeasible due to the Project schedule, the Grantee and SANDAG will collaborate on an alternative data collection date.

SANDAG will conduct the post-project data collection and summarize the evaluation results.

6. Changes to Project Scope of Work

This Agreement was awarded to Grantee based on the application submitted by Grantee with the intention that the awarded funds would be used to implement the Project as described in the project application. Any substantive deviation from Grantee's Scope of Work during project implementation may require reevaluation or result in loss of funding. If Grantee knows or should have known that substantive changes to the Project will occur or have occurred, Grantee will immediately notify SANDAG in writing. SANDAG will then determine whether the Project is still consistent with the overall objectives of the grant program and whether the changes would have negatively affected the Project ranking during the competitive grant evaluation process. SANDAG reserves the right to have grant funding withheld from Grantee, or refunded to SANDAG, due to Grantee's failure to complete the Project satisfactorily or due to substantive changes to the Project not approved in advance by SANDAG.

B. Application of Laws

Should a federal or state law preempt or conflict with a local law, policy, or ordinance, the Grantee must comply with the federal or state law and implementing regulations. No provision of this Agreement requires the Grantee to observe or enforce compliance with any provision, perform any other act, or do any other task in contravention of federal, state, territorial, or local law, regulation, or ordinance. If compliance with any provision of this Agreement violates or would require the Grantee to violate any law, the Grantee agrees to notify SANDAG immediately in writing. Should this occur, SANDAG and the Grantee agree to make appropriate arrangements to proceed with or, if necessary, terminate the Project or affected portions expeditiously.

C. Changes in Project Performance

The Grantee agrees to notify SANDAG immediately, in writing, of any change in local law, conditions (including its legal, financial, or technical capacity), or any other event, including a force majeure event, that may adversely affect the Grantee's ability to perform the Project under the terms of the Agreement and as required by Board Policy No. 035. The Grantee also agrees to notify SANDAG immediately, in writing, of any current or prospective major dispute, breach, default, or litigation that may adversely affect SANDAG's interests in the Project; and agrees to inform SANDAG, also in writing, before naming SANDAG as a party to litigation for any reason, in any forum. At a minimum, the Grantee agrees to send each notice to SANDAG required by this subsection to SANDAG's Grants Program Manager.

D. Compliance Information System (CIS)

If Grantee will utilize persons other than its own employees to carry out work, Grantee and all of its third-party contractors and subcontractors (hereinafter, "subcontractors") shall report payment details using the SANDAG web-based CIS by the 15th of each month following receipt of payment by SANDAG. The CIS is available at https://sandag.sbdbe.com. CIS allows SANDAG to monitor the promptness of payment to subcontractors and will allow Grantee and its subcontractors to manage their own records, maintain accurate contract information, and report payment details online. CIS is mandatory for Grantee and subcontractors to use unless SANDAG instructs otherwise. After execution of this Agreement, Grantee will receive instructions on how to set up its account and enter required subcontractor data into CIS via an internet browser. Grantee must require each subcontractor to enter the required payment information into CIS. Failure of Grantee or its subcontractors to enter required information and confirm payments on a timely basis will delay payment by SANDAG to Grantee until Grantee has cured any defects or provided the missing information. Should Grantee fail to provide the required information, SANDAG shall have sole discretion regarding whether to withhold payment or terminate this Agreement.

E. Licenses and Permits

Grantee represents and warrants to SANDAG that Grantee and its subcontractors will have all necessary licenses, permits, qualifications and approvals of whatever nature that are required to legally practice its profession and perform services under this Agreement at all times during the term of this Agreement.

F. Registration with DIR and Prevailing Wage Requirements

All provisions of this section shall be passed through to any subcontractors performing work related to this Agreement. Additional requirements for public works projects are included in Attachment D.

1. Payment of Prevailing Wages

   Grantee acknowledges that any work that qualifies as a "public work" within the meaning of California Labor Code section 1720 shall cause Grantee and its subcontractors to comply with the provisions of California Labor Code sections 1775 et seq, which includes the payment of prevailing wages to all workers performing prevailing wage work.

2. Public Works Contractor Registration With DIR

   If Grantee or its subcontractors will engage in the performance of a public work as defined by California Labor Code sections 1720 et seq. and will utilize persons who are not employees of a public entity, registration and payment of an annual registration fee to the DIR shall be required of each entity performing the work. This requirement applies to anyone affected by the public works statutes found in the California Labor Code, including but not limited to landscapers, fencers, surveyors, soil testers, dredgers, heavy equipment operators, and inspectors. Registration can be completed online at https://www.dir.ca.gov/public-works/contractor-registration.html.

3. Subcontract Requirements

   If Grantee will award any subcontracts for the performance of a public work:

a. Grantee will create a Project Registration Form (PWC-100 form) for each subcontract using the online database of the California Department of Industrial Relations (DIR).

b. Grantee shall notify SANDAG ten business days prior to the subcontractor performing the prevailing wage work so SANDAG can prepare for labor compliance monitoring. Grantee will provide to SANDAG the name, DIR registration number, and contractor's license numbers of each subcontractor so SANDAG or its labor compliance designee can verify, that the selected subcontractor is currently licensed and registered with the DIR. If SANDAG finds that the selected subcontractor is not licensed and registered with the DIR, SANDAG will promptly notify Grantee and Grantee will be required to notify the selected subcontractor to stop work.

c. If there are any changes to a subcontractor or lower-tier subcontractor, Grantee will advise SANDAG of these changes as soon as those changes are known to the Grantee.

4. Certified Payroll Reporting to DIR

Grantee and all subcontractors performing a public work under this Agreement shall use the DIR's Electronic Certified Payroll Reporting (eCPR) System, available at https://www.dir.ca.gov/Public-Works/Certified-Payroll-Reporting.html, to furnish certified payroll records to the California Labor Commissioner. Grantee and its subcontractors are required to utilize the eCPR system throughout the entire duration of the public work.

5. Certified Payroll Reporting to SANDAG

In addition to the eCPR system, Grantee and all subcontractors performing a public work shall utilize the SANDAG Labor Compliance Monitoring System (LCMS), available at https://www.sandag.org/about/work-with-us/labor-compliance-monitoring-program to furnish certified payroll records to SANDAG. If Grantee desires to utilize a different system to provide certified payroll records to SANDAG, it must request prior authorization and receive approval in writing from the Grants Program Manager.

Grantee will be required to enter all of its subcontractors' information into LCMS on an ongoing basis. The SANDAG LCMS will allow Grantee to convert certified payroll records to the XML file format for upload to the DIR system.

6. Retention and Inspection of Payroll Records and Employment of Registered Apprentices

Grantee agrees to comply and cause any of its applicable subcontractors to comply with Labor Code section 1776 regarding retention and inspection of payroll records and noncompliance penalties, Labor Code section 1777.5 regarding employment of registered apprentices, and Labor Code section 1813 regarding forfeiture for violations of the maximum hours per day and per week provisions contained in the same chapter. In order to ensure compliance with the Labor Code, Grantee and its subcontractors shall be subject to site visits and spot-check audits by SANDAG or its labor compliance designee. During these audits and inspections, SANDAG or its designee may request Grantee or subcontractor records, including but not limited to certified payroll, apprenticeship, and other ancillary records at any time during the term of the Agreement.

If such an audit or site visit discloses that Grantee or a subcontractor has not kept complete and accurate records or complied with the requirements of the California Labor Code, SANDAG will notify the Grantee and request that the Grantee complete a written Action Plan that includes specific actions the Grantee will take to remedy the outstanding issues and a timeline to bring the Project into compliance. Should the Grantee be unable to submit its Action Plan by the deadline included in the notice or complete its Action Plan in a timely manner, SANDAG will notify the DIR of potential labor compliance issues related to the Project.

Additionally, if Grantee was provided an exception to utilizing the SANDAG LCMS, Grantee will be required to input and submit all applicable certified payrolls and accompanying documentation related to the Project, retroactive to the start of the Project, into the SANDAG LCMS.

G. Standard of Care

Grantee expressly warrants that the work to be performed under this Agreement shall be performed in accordance with the applicable standard of care. Where approval by SANDAG, its management, or other representative of SANDAG is indicated in the Scope of Work, it is understood to be conceptual approval only and does not relieve the Grantee of responsibility for complying with all laws, codes, industry standards, and liability for damages caused by negligent acts, errors, omissions, noncompliance with industry standards, or the willful misconduct of the Grantee or its third-party contractors.

H. Third-Party Contracting

Although the Grantee may delegate any or almost all Project responsibilities to one or more third-party contractors, the Grantee agrees that it, rather than any third-party contractor, is ultimately responsible for compliance with all applicable laws, regulations, and this Agreement. The first invoice utilizing any third-party contractor shall be accompanied by evidence of compliance with the following requirements:

1. Competitive Procurement

Grantee shall not award contracts with a cumulative value over $10,000 based on a noncompetitive procurement for work to be performed under this Agreement without the prior written approval of the SGIP Program Manager for such sole source. A Sole Source Request template can be obtained by contacting the SGIP Program Manager. Grantee shall submit its Request for Proposals or bid solicitation documents to SANDAG staff when requesting reimbursement of any third-party contractor expenses to ensure a competitive process was used.

If Grantee hires a third-party contractor to carry out work funded under this Agreement, Grantee shall: prepare a cost estimate prior to soliciting proposals/bids; publicly advertise for competing proposals/bids for the work; for professional services, use cost as a significant evaluation factor in selecting the third-party contractor; document a record of negotiation establishing that the amount paid by Grantee for the work is fair and reasonable; and pass through the relevant obligations in this Agreement to the third-party contractor.

2. Debarment

Grantee and its third-party contractors shall review debarment and suspension websites to confirm the proposed third-party contractor has not been disqualified from doing business with government entities. The documentation showing a lack of debarment shall be obtained from the following two websites:

- Grantee will check the System for Award Management (SAM) at www.sam.gov to verify the third-party contractor and all of its subcontractors are not currently debarred or suspended by the federal government.

- Entities in the United States are banned from doing business with companies with ownership based in countries such as Cuba, Sudan and China due to United States trade sanctions. A search on the US Treasury's Office of Foreign Assets Control (OFAC) website can ensure Grantee will not be doing business with a vendor that is subject to trade sanctions. This can be done at https://sanctionssearch.ofac.treas.gov/.

3. Flowdown

Grantee agrees to take appropriate measures necessary, including the execution of a subagreement, lease, third-party contract, or other contractual agreement, to ensure that all Project participants, including alternate payees or third-party contractors at any tier, comply with all applicable federal laws, regulations, policies affecting Project implementation and Agreement requirements. In addition, if an entity other than the Grantee is expected to fulfill any responsibilities typically performed by the Grantee, the Grantee agrees to assure that the entity carries out the Grantee's responsibilities as outlined in this Agreement.

4. No SANDAG Obligations to Third Parties

In connection with the Project, the Grantee agrees that SANDAG shall not be subject to any obligations or liabilities to any subcontractor, lessee, third-party contractor at any tier, or other person or entity that is not a party to the Agreement for the Project. Notwithstanding that SANDAG may have concurred in or approved any solicitation, subagreement, lease, alternate payee designation, or third-party contract at any tier, SANDAG has no obligations or liabilities to any entity other than the Grantee.

5. Equipment Purchases

Grantee shall maintain ownership of any equipment purchased using Agreement funding and shall use such equipment only for the purposes outlined in this Agreement. The parties agree to meet and confer in good faith to ensure the equipment's continued use for the intended purposes, which may include reimbursement to SANDAG when the fair market value of the equipment at Project completion exceeds $5,000. SANDAG and Grantee further agree that Grantee shall keep an inventory record for each piece of equipment purchased under this Agreement and maintain each piece of equipment in good operating order consistent with the purposes for which they were intended. SANDAG shall have the right to conduct periodic maintenance inspections to confirm the equipment's existence, condition, and proper maintenance.

VII. ETHICS

A. Grantee Code of Conduct/Standards of Conduct

The Grantee agrees to maintain a written code of conduct or standards of conduct that shall govern the actions of its officers, employees, council or board members, or agents engaged in the award or administration of subagreements, leases, or third-party contracts supported with the grant funding. The Grantee agrees that its code of conduct or standards of conduct shall specify that its officers, employees, council or board members, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from any present or potential subcontractor, lessee, or third-party contractor at any tier or agent thereof. The Grantee may set de minimis rules where the financial interest is not substantial, or the gift is an unsolicited item of nominal intrinsic value. The Grantee agrees that its code of conduct or standards of conduct shall also prohibit its officers, employees, board members, or agents from using their respective positions in a manner that presents a real or apparent personal or organizational conflict of interest or personal gain. As permitted by state or local law or regulations, the Grantee agrees that its code of conduct or standards of conduct shall include penalties, sanctions, or other disciplinary actions for violations by its officers, employees, council or board members, or their agents, or its third-party contractors or subcontractors or their agents.

B. Personal Conflicts of Interest

The Grantee agrees that its code of conduct or standards of conduct shall prohibit the Grantee's employees, officers, council or board members, or agents from participating in the selection, award, or administration of any third-party contract or subagreement supported by the grant funding if a real or apparent conflict of interest would be involved. Such a conflict would arise when an employee, officer, board member, or agent, including any member of their immediate family, partner, or organization that employs, or intends to employ, any of the parties listed herein have a financial interest in a firm competing for award.

C. Organizational Conflicts of Interest

The Grantee agrees that its code of conduct or standards of conduct shall include procedures for identifying and preventing real and apparent organizational conflicts of interest. An organizational conflict of interest exists when the nature of the work to be performed under a proposed third-party contract or subagreement may, without some restrictions on future activities, result in an unfair competitive advantage to the third-party contractor or subcontractor or impair its objectivity in performing the contract work.

D. SANDAG Code of Conduct

SANDAG has established policies concerning potential conflicts of interest. These policies apply to Grantee. For all awards by SANDAG, any practices that might result in unlawful activity are prohibited, including, but not limited to, rebates, kickbacks, or other unlawful considerations. SANDAG staff members are specifically prohibited from participating in the selection process when those staff have a close personal relationship, family relationship, or past (within the last 12 months), present, or potential business or employment relationship with a person or business entity seeking a contract with SANDAG. It is unlawful for any contract to be made by SANDAG if any individual Board member or staff has a prohibited financial interest in the contract. Staff also are prohibited from soliciting or accepting gratuities from any organization seeking funding from SANDAG. SANDAG's officers, employees, agents, and board members shall not solicit or accept gifts, gratuities, favors, or anything of monetary value from consultants, potential consultants, or parties to subagreements. By signing this Agreement, Grantee affirms that it has no knowledge of an ethical violation by SANDAG staff or Grantee. If Grantee has any reason to believe a conflict of interest exists concerning the Agreement or the Project, it shall notify the SANDAG Office of General Counsel immediately.

E. Bonus or Commission

The Grantee affirms that it has not paid and agrees not to pay any bonus or commission to obtain approval of its grant funding application for the Project.

F. False or Fraudulent Statements or Claims

The Grantee acknowledges and agrees that by executing the Agreement for the Project, the Grantee certifies or affirms the truthfulness and accuracy of each statement it has made, it makes, or it may make in connection with the Project, including, but not limited to, the Grantee's grant application, progress reports, and invoices.

VIII. PAYMENTS

A. Reimbursement Basis

Payment to Grantee for work performed pursuant to this Agreement will be on a reimbursement basis and will be based on actual, substantiated, and allowable costs incurred by the Grantee with documentation provided to SANDAG.

B. Alternate Payee

If the Grantee designates a party as an Alternate Payee, Alternate Payee is authorized to submit payment requests directly to SANDAG to receive reimbursement for allowable Project costs. This does not alleviate Grantee from all obligations under this Grant Agreement.

C. Invoicing

Grantee or Alternate Payee is required to submit invoices no more often than quarterly using a template provided by SANDAG. Invoices must be accompanied by a quarterly report using the quarterly report template provided by SANDAG. SANDAG will make payments for eligible amounts to Grantee or Alternate Payee within 30 days upon receipt of Grantee's or Alternate Payee's itemized signed invoice(s), backup, deliverables, and confirmation by the SGIP Program Manager that Grantee is in compliance with the reporting and other requirements in this Agreement. SANDAG shall retain 10 percent from the amounts invoiced until the satisfactory completion of the Project. SANDAG shall promptly pay retention amounts to Grantee or Alternate Payee following satisfactory completion of the Scope of Work, including but not limited to receipt of all deliverables, completion of a final site visit and notification that all labor compliance requirements have been met (for capital projects), the final invoice, and all required documentation.

D. Eligible Costs

The Grantee agrees that Project costs eligible for grant funding must comply with the following requirements unless SANDAG determines otherwise in writing. To be eligible for reimbursement, Project costs must be:

1. Consistent with the Project Scope of Work, Schedule, and Project Budget, and other provisions of the Agreement.

2. Necessary to accomplish the Project.

3. Reasonable for the goods or services purchased.

4. Actual net costs to the Grantee (i.e., the price paid minus any refunds, rebates, or other items of value received by the Grantee that reduces the cost actually incurred, excluding program income). Project-generated revenue realized by the Grantee shall be used to support the Project. Project-generated revenue and expenditures, if any, shall be reported at the end of the Agreement period.

5. Incurred for work performed on or after the Agreement effective date and before the termination date, and also must have been paid for by the Grantee.

6. Satisfactorily documented with supporting documentation, which will be submitted with each invoice. Copies of third-party contractor invoices are required for goods or services provided by third parties.

7. Treated consistently following generally accepted accounting principles and procedures for the Grantee and any third-party contractors and subcontractors, (see Section entitled "Accounting, Reporting, Record Retention, and Access").

8. Eligible for grant funding as part of the grant program through which the funds were awarded.

9. Indirect costs are only allowable if they were included in the Grantee's original project application and Project Budget and were approved by SANDAG.

E. Excluded Costs

In determining the amount of TransNet funds SANDAG will provide for the Project, SANDAG will exclude the following:

1. Any Project cost incurred by the Grantee before the Effective Date of the Agreement or applicable Amendment.

2. Any cost that is not included in the Project Budget.

3. Any cost for Project property or services received in connection with a subagreement, lease, third-party contract, or other arrangement that is required to be, but has not been, concurred in or approved in writing by SANDAG.

4. Any cost ineligible for SANDAG participation as provided by applicable laws, regulations, or policies.

5. Indirect costs unless they were included in the Grantee's original project application and Project Budget and were approved by SANDAG.

The Grantee understands and agrees that payment to the Grantee for any Project cost does not constitute SANDAG's final decision about whether that cost is allowable and eligible for payment under the Project and does not constitute a waiver of any violation by the Grantee of the terms of this Agreement or Board Policy No. 035 (as the same may be amended). The Grantee acknowledges that SANDAG will not make a final determination about the allowability and eligibility of any cost until the final payment has been made on the Project or the results of an audit of the Project requested by SANDAG or its Independent Taxpayers' Oversight Committee (ITOC) have been completed, whichever occurs latest. If SANDAG determines that the Grantee is not entitled to receive any portion of the grant funding requested or paid, SANDAG will notify the Grantee in writing, stating its reasons. The Grantee agrees that Project closeout will not alter the Grantee's responsibility to return any funds due to SANDAG as a result of later refunds, corrections, performance deficiencies, or other similar actions; nor will Project closeout alter SANDAG's right to disallow costs and recover funds provided for the Project on the basis of a later audit or other review. Upon notification to the Grantee that specific amounts are owed to SANDAG, whether for excess payments of grant funding, disallowed costs, or funds recovered from third parties or elsewhere, the Grantee agrees to promptly remit to SANDAG the amounts owed, including applicable interest, penalties and administrative charges.

IX. ACCOUNTING, REPORTING, RECORD RETENTION, AND ACCESS

A. Project Accounts

The Grantee and Alternate Payee agree to establish and maintain for the Project either a separate set of accounts or separate accounts within the framework of an established accounting system that can be identified with the Project. The Grantee and Alternate Payee also agree to maintain documentation of all checks, payrolls, invoices, contracts, vouchers, orders, or other accounting documents related in whole or in part to the Project so that they may be clearly identified, readily accessible, and available to SANDAG upon request and, to the extent feasible, kept separate from documents not related to the Project.

B. Reports

1. The Grantee agrees to submit to SANDAG all reports required by law and regulation, policy, this Agreement, or any other reports SANDAG may specify. SANDAG reserves the right to specify that records be submitted in particular formats. Grantee may be required to attend meetings of SANDAG staff and committees, including but not limited to the TransNet Independent Taxpayer Oversight Committee, Transportation and Regional Planning Committees and the SANDAG Board of Directors, to report on its progress and respond to questions from Committee or Board Members or the public.

2. Grantee's performance shall be monitored for consistency with the Scope of Work. SANDAG will utilize Performance Measures (Attachment C) and the SANDAG Grant Monitoring Checklist provided by the SGIP Program Manager, to document compliance with this Agreement. Grantee's performance will be measured against the Performance Measures during the term of this Agreement. If the Grantee does not comply with provisions in this Agreement or achieve minimum performance requirements, SANDAG will issue Grantee a written Notice to Complete a Recovery Plan (Notice). Grantee's Recovery Plan shall include a detailed description of how Grantee intends to come into compliance with the Agreement or Performance Measures. Grantee's Recovery Plan must include an implementation schedule that reflects compliance with the Agreement as referenced in the Notice, or achievement of its performance measure minimums within three months following the issue date of the Notice. Grantee must submit its Recovery Plan to the SGIP Program Manager within 30 calendar days following the issue date of the Notice. If Grantee's performance is inconsistent with that proposed in its Recovery Plan, SANDAG, in its sole discretion, may terminate this Agreement.

3. Grantee must submit quarterly reports and invoices to SANDAG, detailing accomplishments in the quarter, anticipated progress next quarter, pending issues and actions toward resolution, and status of the Project's budget, schedule, and Performance Measures using templates provided by SANDAG. The Quarterly Progress Report shall be submitted to SANDAG within 30 days after each period close, covering January 1 to March 31; April 1 to June 30; July 1 to September 30; and October 1 to December 31. Grantee will not be paid until all reports are completed and provided to SANDAG in the format and with the content SANDAG requires. Furthermore, the Grantee agrees to provide project milestone information (such as presentations to community groups, other agencies, and elected officials, groundbreakings, and ribbon-cuttings) to support media and communications efforts. Grantee needs to document and track in-kind contributions designated as matching funds as part of project management. Grantee must provide all deliverables identified in the Scope of Work in order to receive payment.

4. Press materials shall be provided to SANDAG staff before they are distributed. SANDAG logo(s) should be included in press materials and other project collateral based on logo usage guidelines to be provided by SANDAG. Grantee agrees to provide project milestone information to support media and communications efforts.

5. Grantee is responsible for the following photo documentation:

   - For capital projects, pre-construction photos, which should illustrate the conditions of the project site before construction and demonstrate the need for improved facilities.

   - Project milestone photos (such as workshops, presentations to community groups, other agencies, and elected officials)

- Photos should be high resolution (at least 4 inches by 6 inches with a minimum of 300 pixels per inch) and be provided to SANDAG with captions including project descriptions, dates, locations, and the names of those featured, if appropriate. Grantees must obtain the consent of all persons featured in photos (or that of a parent or guardian of persons under the age of 18) by using the SANDAG Photo and Testimonial Release form to be provided by SANDAG, or a similar release form developed by Grantee and agreed upon by SANDAG.

C. Record Retention

During the course of the Project and for three years thereafter from the date of transmission of the final invoice, the Grantee agrees to maintain, intact and readily accessible, all communications, data, documents, reports, records, contracts, and supporting materials relating to the Project, as SANDAG may require. All communications and information provided to SANDAG become the property of SANDAG and public records, as such, may be subject to public review. Please see SANDAG's Board Policy No. 015: Records Management Policy, which is available at https://www.sandag.org/about/bylaws-and-policies, for information regarding the treatment of documents designated as confidential.

D. Meeting Records

Grantee shall provide SANDAG with agendas and meeting summaries for all community meetings. SANDAG staff may attend any meetings as appropriate.

E. Access to Records of Grantees and Third-Party Contractors

The Grantee agrees to permit, and require its third-party contractors to permit, SANDAG or its authorized representatives, upon request, to inspect all Project work, materials, payrolls, and other data, and to audit the books, records, and accounts of the Grantee and its third-party contractors pertaining to the Project.

X. PROJECT COMPLETION, AUDIT, SETTLEMENT, AND CLOSEOUT

A. Project Completion

Within 90 calendar days following Project completion or termination by SANDAG, the Grantee agrees to submit a final invoice of Project expenses and final reports, as applicable. All payments made to the Grantee shall be subject to review for compliance by SANDAG with the requirements of this Agreement and shall be subject to an audit upon completion of the Project.

B. Project Audit

The Grantee agrees to have financial, performance, and compliance audits performed as SANDAG may require. The Grantee agrees that Project closeout will not alter the Grantee's audit responsibilities. Audit costs are allowable Project costs.

C. Performance Audit

The Grantee agrees to cooperate with SANDAG or ITOC regarding any performance audit performed on the Project.

D. Project Closeout

Project closeout occurs when SANDAG notifies the Grantee that SANDAG has closed the Project, and, if applicable, either forwards the final grant funding payment and or acknowledges that the

Grantee has remitted the proper refund. The Grantee agrees that Project closeout by SANDAG does not invalidate any continuing requirements imposed by the Agreement or any unmet requirements outlined in a written notification from SANDAG.

XI. TIMELY PROGRESS AND RIGHT OF SANDAG TO TERMINATE

A. Grantee shall make diligent and timely progress toward completion of the Project within the timelines outlined in the Project Schedule and consistent with Board Policy No. 035 and any amendments thereto.

B. In the event Grantee encounters or anticipates difficulty in meeting the Project Schedule, the Grantee shall immediately notify the SGIP Program Manager in writing, and shall provide pertinent details, including the reason(s) for the delay in performance and the date by which Grantee expects to complete performance or delivery. This notification shall be informational in character only and receipt of it shall not be construed as a waiver by SANDAG of a project delivery schedule or date, or any rights or remedies provided by this Agreement, including Board Policy No. 035 requirements.

C. Grantee agrees that SANDAG, at its sole discretion, may suspend or terminate all or any part of the grant funding if the Grantee fails to make reasonable progress on the Project and/or violates the terms of the Agreement or Board Policy No. 035 (as the same may be amended from time to time), or if SANDAG determines that the continuation of grant funding for the Project would not adequately serve the purpose of the laws or policies authorizing the Project.

D. In general, termination of grant funding for the Project will not invalidate obligations properly incurred by the Grantee before the termination date to the extent those obligations cannot be canceled. If, however, SANDAG determines that the Grantee has willfully misused grant funding by failing to make adequate progress, complete the Scope of Work, meet the performance measures, or failing to comply with the terms of the Agreement, SANDAG reserves the right to require the Grantee to refund to SANDAG the entire amount of grant funding provided for the Project or any lesser amount as SANDAG may determine.

E. Expiration of any Project time period established in the Project Schedule will not automatically constitute an expiration or termination of the Agreement for the Project. However, Grantee must request, and SANDAG may agree to amend the Agreement in writing if the Project Schedule will not be met. An amendment to the Project Schedule may be made at SANDAG's discretion if Grantee's request is consistent with the provisions of Board Policy No. 035.

XII. CIVIL RIGHTS

The Grantee agrees to comply with all applicable civil rights laws, regulations and policies and shall include the provisions of this section in each subagreement, lease, third-party contract or other legally binding document to perform work funded by this Agreement. Applicable civil rights laws, regulations and policies include, but are not limited to, the following:

A. Nondiscrimination

SANDAG implements its programs without regard to income level, disability, race, color, and national origin in compliance with the Americans with Disabilities Act and Title VI of the Civil Rights Act. Grantee shall prohibit discrimination on these grounds, notify the public of their rights under these laws, and utilize a process for addressing complaints of discrimination. Furthermore, Grantee shall make the procedures for filing a complaint available to members of the public and will keep a log of all such complaints. Grantee must notify SANDAG immediately if a complaint related to the Project or program funded by this grant is lodged. If Grantee receives a Title VI-related or ADA-related complaint, Grantee must notify SANDAG in writing within 72 hours of receiving the complaint so that SANDAG can determine whether it needs to carry out its own investigation.

B. Equal Employment Opportunity

During the performance of this Agreement, Grantee and all of its third-party contractors, if any, shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status, denial of family and medical care leave, denial of pregnancy disability leave, veteran status, or sexual orientation. Grantee and its third-party contractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Grantee and its third-party contractors shall comply with the provisions of the Fair Employment and Housing Act (California Government Code Section 12900, et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0, et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing California Government Code Section 12990 (a-f), outlined in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by this reference and are made a part hereof as if set forth in full. Grantee and its third-party contractors shall give written notice of their obligations under this clause to labor organizations with a collective bargaining or other Agreement.

XIII. DISPUTES AND VENUE

A. Choice of Law

This Agreement shall be interpreted under the laws of the State of California.

B. Dispute Resolution Process

If Grantee has a dispute with SANDAG during the performance of this Agreement, Grantee shall continue to perform unless SANDAG informs Grantee in writing to cease performance. The dispute resolution process for disputes arising under this Agreement shall be as follows:

1. Grantee shall submit a statement of the grounds for the dispute, including all pertinent dates, names of persons involved, and supporting documentation, to the SGIP Program Manager. The SGIP Program Manager and other appropriate SANDAG staff will review the documentation promptly and reply to Grantee within 20 calendar days. Upon receipt of an adverse decision by SANDAG, Grantee may submit a request for reconsideration to SANDAG's Chief Executive Officer or designee. The request for reconsideration must be received within ten calendar days from the postmark date of SANDAG's reply. The Chief Executive Officer or designee will respond in writing to the request for reconsideration within ten working days.

2. If Grantee is dissatisfied with the results following the exhaustion of the above dispute resolution procedures, Grantee shall make a written request to SANDAG for appeal to the SANDAG applicable policy advisory committee. SANDAG shall respond to a request for mediation within 30 calendar days. The decision of the applicable policy advisory committee shall be final. In the event that more than one policy advisory committee is responsible to make recommendations related to SGIP grant awards, the written request shall be submitted to the next regularly scheduled policy advisory committee.

C. Venue

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

XIV. ASSIGNMENT

Grantee shall not assign, sublet, or transfer (whether by assignment or novation) this Agreement or any rights under or interest in this Agreement.

XV. INDEMNIFICATION AND HOLD HARMLESS

A. Generally

With regard to any claim, protest, or litigation arising from or related to the Grantee's performance in connection with or incidental to the Project or this Agreement, Grantee agrees to defend, indemnify, protect, and hold SANDAG and its agents, officers, Board members, and employees harmless from and against any and all claims, including, but not limited to prevailing wage claims against the Project, asserted or established liability for damages or injuries to any person or property, including injury to the Grantee's or its third-party contractors' employees, agents, or officers, which arise from or are connected with or are caused or claimed to be caused by the negligent, reckless, or willful acts or omissions of the Grantee and its third-party contractors and their agents, officers, or employees, in performing the work or services herein, and all expenses of investigating and defending against same, including attorney fees and costs; provided, however, that the Grantee's duty to indemnify and hold harmless shall not include any claims or liability arising from the established sole negligence or willful misconduct of SANDAG, its Board of Directors, agents, officers, or employees.

B. Intellectual Property

Upon request by SANDAG, the Grantee agrees to indemnify, save, and hold harmless SANDAG and its Board of Directors, officers, agents, and employees acting within the scope of their official duties against any liability, including costs and expenses, resulting from any willful or intentional violation by the Grantee of proprietary rights, copyrights, or right of privacy, arising out of the publication, translation, reproduction, delivery, use, or disposition of any data furnished under the Project. The Grantee shall not be required to indemnify SANDAG for any liability caused solely by the wrongful acts of SANDAG employees or agents.

XVI. INDEPENDENT CONTRACTOR

A. Status of Grantee

Grantee shall perform the services provided for within this Agreement as an independent contractor, not an employee of SANDAG. Grantee shall be under the control of SANDAG as to the result to be accomplished and not the means. The payments made to Grantee under this Agreement shall be the full compensation to which Grantee is entitled. SANDAG shall not make any federal or state tax withholdings on behalf of Grantee. SANDAG shall not be required to pay any workers' compensation insurance on behalf of Grantee. Grantee agrees to indemnify SANDAG for any tax, retirement contribution, social security, overtime payment, or workers' compensation payment which SANDAG may be required to make on behalf of Grantee or any employee of Grantee for work done under this Agreement.

B. Actions on Behalf of SANDAG

Except as SANDAG may specify in writing, Grantee shall have no authority, express or implied, to act on behalf of SANDAG in any capacity whatsoever, as an agent or otherwise. Grantee shall have no authority, express or implied, to bind SANDAG or its members, agents, or employees to any obligation whatsoever unless expressly provided for in this Agreement.

XVII. SEVERABILITY AND INTEGRATION

If any provision of the Agreement is determined invalid, the remainder of that Agreement shall not be affected if that remainder continues to conform to the requirements of applicable laws or regulations.

This Agreement, with its attachments and the resolution from Grantee's governing body submitted with its application, represents the entire understanding of SANDAG and Grantee regarding those matters. No prior oral or written understanding shall be of any force or effect concerning those matters covered herein. This Agreement may not be modified or altered except in writing, signed by SANDAG and the Grantee.

XVIII. SIGNATURES

The individuals executing this Agreement represent and warrant that they have the legal capacity and authority to do so on behalf of their respective legal entities.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the last signature date below.

SAN DIEGO ASSOCIATION OF GOVERNMENTS	CITY OF EL CAJON
E-SIGNED by Antoinette Meier on 2026-04-06 23:56:02 GMT	E-SIGNED by Graham Mitchell on 2026-03-30 16:19:17 GMT
ANTOINETTE MEIER **Date**	**GRAHAM MITCHELL** **Date**
Senior Director, Regional Planning	**City Manager**

APPROVED AS TO FORM:

E-SIGNED by Meena Kaypour
on 2026-04-06 23:27:35 GMT

Office of General Counsel **Date**

ATTACHMENT A

SCOPE OF WORK AND PROJECT BUDGET

Scope of Work and Budget

Applicant Name: City of El Cajon

Project Type: Capital

Project Title: El Cajon Boulevard Streetscape Phase 2

Part I: Project Overview

Project Location: El Cajon Boulevard from Lexington Avenue to Main Street-Douglas Avenue in the City of El Cajon

Brief Project Summary: The proposed project is a continuation of the El Cajon Boulevard Streetscape and the Main Street Green Street Phase 2 Roundabout projects, which are funded through the Smart Growth Incentive Program. This project will complete the corridor by installing road diets and lane narrowing, construct Class II separated bikeways, sidewalks and accessible facilities, pedestrian site furnishings and drought tolerant landscaping. These improvements will extend the transit center's mobility hub and active transportation connections to nearby health care offices, schools, social services and neighborhoods.

Project Objectives: Install road dieting and lane narrowing, construct Class II separated bikeways, improve sidewalks and accessible facilities, pedestrian scale site furnishings and drought tolerant landscaping.

Part II: Scope of Work and Budget

Task No.	Task Description	Task Outcome/Output	Deliverables	SGIP Grant Amount	Matching Funds Amount	Total Project Cost
1	Baseline Data Collection	Baseline data on the project area is collected to be able to compare to post-construction data to demonstrate how the improvements have been utilized	Baseline Data Collection Plan: Raw bicyclists/pedestrian data	$ -	$ -	$ -
2	Complete Preliminary Engineering and Final Design	Develop a construction-ready design with all necessary specifications and plans	Status reports, engineering contract, 60%, 90% and 100% PS&E	$304,380	$37,620	$342,000
2A	Project Approval and Environmental Documentation		PA&ED	$1,335	$165	$ -
2B	Preliminary Engineering		30% conceptual design	$53,845	$6,655	$ -
2C	Final Design		60%, 90% and 100% PS&E	$249,200	$30,800	$ -
3	Complete Project Construction	Completion of construction of project, contractor is relived of maintenance, city council and other approvals are attained. Project is open to the public	Bid documents, contract, status reports and notice of completion	$2,407,895	$297,605	$2,705,500
3A	Award Construction Contract		Bid documents and contract	$4,895	$605	$ -
3B	Project Construction		Notice of completion	$2,403,000	$297,000	$ -
				$2,712,275	**$335,225**	**$3,047,500**

Part III: Summary of Funding

Total Project Cost:	$3,047,500
Total Grant Request:	$2,712,275
Total Matching Funds:	$335,225

Grant Percentage:	89.00%
Matching Funds Percentage:	11.00%
Will any of the matching funds be from the TransNet Local Street and Road program?	Yes

Part IV: Project Budget and Expenditures Per Fiscal Year

Category*	Fiscal Year (FY) 2026 (NTP - June 30, 2026)		Fiscal Year (FY) 2027 (July 1, 2026 - June 30, 2027)		Fiscal Year (FY) 2028 (July 1, 2027 - June 30, 2028)		Fiscal Year (FY) 2029 (July 1, 2028 - June 30, 2029)		Total Grant Amount	Total Matching Funds	Total Project Cost
	Grant Amount	Match Amount	Grant Amount	Match Amount	Grant Amount	Match Amount	Grant Amount	Match Amount			
PE	$1,335	$165	$303,045	$37,455	$ -	$ -	$ -	$ -	$304,380	$37,620	$342,000
RW	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
CON	$ -	$ -	$ -	$ -	$2,407,895	$297,605	$ -	$ -	$2,407,895	$297,605	$2,705,500
Total	**$1,335**	**$165**	**$303,045**	**$37,455**	**$2,407,895**	**$297,605**	**$ -**	**$ -**	**$2,712,275**	**$335,225**	**$3,047,500**

*Key

Category	Category Description
PE	Planning, Environmental, and Engineering
RW	Right-of-Way
CON	Construction

ATTACHMENT B

PROJECT SCHEDULE

Project Schedule

Applicant Name: City of El Cajon

Project Type: Capital

Project Title: El Cajon Boulevard Streetscape Phase 2

Part V: Project Schedule

1	Baseline Data Collection	0	3	3
2	Complete Preliminary Engineering and Final Design	0	18	18
2A	Project Approval and Environmental Documentation	0	1	1
2B	Preliminary Engineering	0	6	6
2C	Final Design	6	18	12
3	Complete Project Construction	18	42	24
3A	Award Construction Contract	18	24	6
3B	Project Construction	24	42	18
				42

ATTACHMENT C
PERFORMANCE MEASURES

Grantee must provide sufficient evidence that demonstrates the use of grant funding meets all SGIP goals and objectives. Grantee agrees to the following performance measures:

Smart Growth Incentive Program (Cycle 6) Performance Measures Reporting Table

Grantee: City of El Cajon

Project: El Cajon Blvd Streetscape Phase 2

Part A – Status of Activities

The table below lists the grant program/project's Performance Measures as selected by the grantee and outlined in the grant agreement. This table intends to monitor and assess the benefits achieved by the project for the reporting period. In each quarterly progress report, the grantee is required to provide updates on "Output Indicators" and "Outcome Indicators" for each Performance Measure.

Performance Measure	Related SGIP Goal	Quantifiable Measurements or Metrics[1]	Desired Outcome	Baseline Year (2025)[2]	Output Indicators[3]	Outcome Indicators[4]
Preliminary Engineering	Improve Public Realm	% of design plans delivered # of public outreach event (s). # of public comments # of surveys	Completion of 30% design plans. During this preliminary engineering phase, conduct at least 1 public outreach event. Outreach event should receive and document at least 10 public comments. Up to one community survey	0	The completion of the 30% design milestone considers at least 2 of the public suggestions from previous outreach events/surveys.	Reduced opposition or fewer unresolved public concerns during project implementation

1 - The quantifiable measurements or metrics will be used to assess the project's effectiveness in meeting the SGIP goal/objective.

2 - The baseline year will be calendar year 2025 and the final project calendar year will be 2029; data will be analyzed to inform the Final Progress Report.

3 - Output indicators are a type of performance indicator that measures the immediate activities, products (including capital investments), or deliverables that result from a program or project.

4 - Outcome Indicators are the benefits that a project delivers during this reporting period. They measure the broader changes or benefits that result from the program or project.

Performance Measure	Related SGIP Goal	Quantifiable Measurements or Metrics[1]	Desired Outcome	Baseline Year (2025)[2]	Output Indicators[3]	Outcome Indicators[4]
Final Design	Improve Public Realm	% of design plans delivered	Completion of 60–100% PS&E package within project schedule	0	Completion of 60%, 90%, and 100& design milestones including a final engineers cost estimate.	Award project in which bid is within +/- 10% of the final engineers cost estimate. Deliver a bid-ready, fully constructible design package that advances road diets, separated bikeways, pedestrian improvements, and streetscape enhancements
Number of users on existing and new infrastructure	Smart Growth Policy Impleme ntation	User count	Baseline Data Collection Plan Baseline Data Pre- and Post-Project Data	0	Coordination meeting with SANDAG staff and Data Collection Consultant Draft Baseline Data Collection Plan	Increased usage of improved infrastructure
Infrastructure Projects	Reduce Vehicle Miles Traveled	Feet of sidewalk: new/repaired /total (condition/quality, width, shaded, accessible, etc.)	Approximately 1,500 feet of sidewalk improved. Total lane miles removed (road dieting).	0	Desired outcome is to have increased pedestrian comfort and walkability through	Increased pedestrian activity/counts on improved sidewalk segments

Performance Measure	Related SGIP Goal	Quantifiable Measurements or Metrics[1]	Desired Outcome	Baseline Year (2025)[2]	Output Indicators[3]	Outcome Indicators[4]
					improved sidewalk conditions, width, and accessibility.	
Places and Destinations	Reduce Vehicle Miles Traveled	Number of new placemaking amenities that naturally invite walking, rolling, sitting, dancing, eating/drinking, socializing, waiting for transit, seeking shade, playing, learning, etc.	At least 10 placemaking amenities, seating, and landscaped areas (such as trees) installed.	0	More welcoming and inclusive public spaces that support everyday use	Increased community satisfaction with new public spaces
Access	Reduce Vehicle Miles Traveled	Changes in mode split and vehicle miles traveled (VMT) and/or single occupancy auto commute trips over time	Approximately 1,500 feet of pedestrian, bicycle, or transit areas improved	0	Reduced vehicle miles traveled and increased use of walking, bicycling, and public transportation.	Increase in percentage of trips made by walking, bicycling, or transit

ATTACHMENT D
PUBLIC WORKS REQUIREMENTS

Any subcontract entered into as a result of the Agreement, shall contain all the provisions of these Public Works Requirements. Use of the term "Contractor" herein shall refer to "Grantee and its third-party contractors" as defined in the Agreement and use of the term "Contract" herein shall refer to the "Agreement".

7 1.01A LABOR CODE REQUIREMENTS

7 1.01A(1) HOURS OF LABOR

Eight (8) hours labor constitutes a legal day's work. The Contractor or any subcontractor under the Contractor shall forfeit, as a penalty to SANDAG, twenty five dollars ($25) for each worker employed in the execution of the Contract by the respective Contractor or subcontractor for each calendar day during which that worker is required or permitted to work more than 8 hours in any one calendar day and forty (40) hours in any one calendar week in violation of the requirements of the Labor Code, and in particular, §§1810 - 1815, thereof, inclusive, except that work performed by employees of Contractors in excess of eight (8) hours per day, and forty (40) hours during any one week, shall be permitted upon compensation for all hours worked in excess of eight (8) hours per day at not less than one and one half times the basic rate of pay, as provided in §1815 thereof.

7 1.01A(2) PREVAILING WAGE

The Contractor shall pay wage rates consistent with the State of California Labor Code and the California Department of Industrial Relations.

The wage rates determined by the Director of Industrial Relations can be found in the State Prevailing Wage Rates. If the published wage rate does not refer to a predetermined wage rate to be paid after the expiration date, said published rate of wage shall be in effect for the life of this Contract. If the published wage rate refers to a predetermined wage rate to become effective upon expiration of the published wage rate and the predetermined wage rate is on file with the Department of Industrial Relations, such predetermined wage rate shall become effective on the date following the expiration date and shall apply to this Contract in the same manner as if it had been published in said publication. If the predetermined wage rate refers to one or more additional expiration dates with additional predetermined wage rates, which expiration dates occur during the life of this Contract, each successive predetermined wage rate shall apply to this Contract on the date following the expiration date of the previous wage rate. If the last of such predetermined wage rates expires during the life of this Contract, such wage rate shall apply to the balance of the Contract.

Contractor and any subcontractor under Contractor shall comply with Labor Code §§1774 and 1775. Pursuant to Section 1775, the Contractor and any subcontractor under the Contractor shall forfeit to SANDAG a penalty of not more than two-hundred dollars ($200) for each calendar day, or portion thereof, for each worker paid less than the prevailing rates as determined by the Director of Industrial Relations for the work or craft in which the worker is employed for any public work done under the Contract by the Contractor or by any subcontractor under the Contractor in violation of the requirements of the Labor Code and in particular, Labor Code §§ 1770 to 1780, inclusive. The amount of this forfeiture shall be determined by the Labor Commissioner and shall be based on consideration of the mistake, inadvertence, or neglect of the Contractor or subcontractor in failing to pay the correct rate of prevailing wages, or the previous record of the Contractor or subcontractor in meeting their respective prevailing wage obligations, or the willful failure by the Contractor or subcontractor to pay the correct rates of prevailing wages. A mistake, inadvertence, or neglect in failing to pay the correct rate of prevailing wages is not excusable if the Contractor or subcontractor had knowledge of the obligations under the Labor Code. In addition to the penalty and pursuant to Labor Code §1775, the difference between the prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the prevailing wage rate shall be paid to each worker by the Contractor or subcontractor. If a worker employed by a subcontractor on a public works project is not paid the general prevailing per diem wages by the subcontractor, the prime contractor of the project is not liable for the penalties described above unless the prime contractor had knowledge of that failure of the subcontractor to pay the specified prevailing rate of wages to those workers or unless the prime contractor fails to comply with all of the following requirements:

A. The contract executed between Contractor and the subcontractor for the performance of work on the Project shall include a copy of the requirements in §§1720.9, 1771, 1775, 1776, 1777.5, 1813, and 1815 of the Labor Code.

B. Contractor shall monitor the payment of the specified general prevailing rate of per diem wages by the subcontractor to the employees, by periodic review of the certified payroll records of the subcontractor.

C. Upon becoming aware of the subcontractor's failure to pay the specified prevailing rate of wages to the subcontractor's workers, the contractor shall diligently take corrective action to halt or rectify the failure, including, but not limited to, retaining sufficient funds due the subcontractor for work performed on the public works project.

D. Prior to making final payment to the subcontractor for work performed on the public works project, Contractor shall obtain an affidavit signed under penalty of perjury from the subcontractor that the subcontractor has paid the specified general prevailing rate of per diem wages to the subcontractor's employees on the public works project and any amounts due pursuant to Section 1813 of the Labor Code.

Pursuant to Section 1775 of the Labor Code, the Division of Labor Standards Enforcement shall notify a contractor on a public works project within fifteen (15) days of the receipt by the Division of Labor Standards Enforcement of a complaint of the failure of a subcontractor on that public works project to pay workers the general prevailing rate of per diem wages. If the Division of Labor Standards Enforcement determines that employees of a subcontractor were not paid the general prevailing rate of per diem wages and if SANDAG did not retain sufficient money under the Contract to pay those employees the balance of wages owed under the general prevailing rate of per diem wages, Contractor shall withhold an amount of moneys due the subcontractor sufficient to pay those employees the general prevailing rate of per diem wages if requested by the Division of Labor Standards Enforcement. Contractor shall pay any money retained from and owed to a subcontractor upon receipt of notification by the Division of Labor Standards Enforcement that the wage complaint has been resolved. If notice of the resolution of the wage complaint has not been received by the Contractor within 180 days of the filing of a valid notice of completion or acceptance of the public works project, whichever occurs later, Contractor shall pay all moneys retained from the subcontractor to SANDAG. These moneys shall be retained by SANDAG pending the final decision of an enforcement action.

Pursuant to the requirements in Labor Code §1773, SANDAG has obtained the general prevailing rate of wages (which rate includes employer payments for health and welfare, pension, vacation, travel time and subsistence pay as provided for in Labor Code §1773.1, apprenticeship or other training programs authorized by Labor Code §3093, and similar purposes) applicable to the work to be done, for straight time, overtime, Saturday, Sunday and holiday work. The holiday wage rate listed shall be applicable to all holidays recognized in the collective bargaining agreement of the particular craft, classification or type of workmen concerned.

The general prevailing wage rates and any applicable changes to these wage rates are available at the Labor Compliance Office at the offices of the District Director of Transportation for the district of Caltrans in which the work is situated or at the California Department of Industrial Relations' website at: http://www.dir.ca.gov.

The wage rates determined by the Director of Industrial Relations for the project refer to expiration dates. Prevailing wage determinations with a single asterisk after the expiration date are in effect on the date of advertisement for Bids and are good for the life of the Contract. Prevailing wage determinations with double asterisks after the expiration date indicate that the wage rate to be paid for work performed after this date has been determined. If work is to extend past this date, the new rate shall be paid and incorporated in the Contract. The Contractor shall contact the Department of Industrial Relations as indicated in the wage rate determinations to obtain predetermined wage changes.

Pursuant to §1773.2 of the Labor Code, general prevailing wage rates shall be posted by the Contractor at a prominent place at the site of the Work.

Changes in general prevailing wage determinations that conform to Labor Code §1773.6 and Title 8 California Code of Regulations §16204 shall apply to the Project when issued by the Director of Industrial Relations at least ten (10) days prior to the date of the Notice to Contractors for the Project.

Pursuant to Labor Code §1720.9, "public works" shall include the hauling and delivery of ready-mixed concrete to carry out a public works contract for SANDAG.

7 1.01A(2)(A) TRAVEL AND SUBSISTENCE PAYMENTS

Contractor shall make travel and subsistence payments to each workman, needed to execute the Work, in conformance with the requirements in Labor Code Section 1773.1.

7 1.01A(3)(A) PAYROLL RECORDS – LABOR CODE REQUIREMENTS

Attention is directed to the requirements in Labor Code §1776, a portion of which is quoted below. Regulations implementing Labor Code §1776 are located in §§16200 et seq. of Title 8, California Code of Regulations.

"(a) Each contractor and subcontractor shall keep accurate payroll records, showing the name, address, last 4 digits of social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the public work. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following:

(1) The information contained in the payroll record is true and correct.

(2) The employer has complied with the requirements of Sections 1720.9, 1771, 1811, and 1815 of the Labor Code for any work performed by its employees on the public works project.

(b) The payroll records enumerated under subdivision (a) shall be certified and shall be available for inspection at all reasonable hours at the principal office of the contractor on the following basis:

(1) A certified copy of an employee's payroll record shall be made available for inspection or furnished to the employee or their authorized representative on request.

(2) A certified copy of all payroll records enumerated in subdivision (a) shall be made available for inspection or furnished upon request to a representative of the body awarding the contract, the Division of Labor Standards Enforcement, and the Division of Apprenticeship Standards of the Department of Industrial Relations.

(3) A certified copy of all payroll records enumerated in subdivision (a) shall be made available upon request by the public for inspection or for copies thereof. However, a request by the public shall be made through either the body awarding the contract, the Division of Apprenticeship Standards, or the Division of

Labor Standards Enforcement. If the requested payroll records have not been provided pursuant to paragraph (2), the requesting party shall, prior to being provided the records, reimburse the costs of preparation by the contractor, subcontractors, and the entity through which the request was made. The public shall not be given access to the records at the principal office of the contractor.

(c) The certified payroll records shall be on forms provided by the Division of Labor Standards Enforcement or shall contain the same information as the forms provided by the division.

(d) A contractor or subcontractor shall file a certified copy of the records enumerated in subdivision (a) with the entity that requested the records within 10 days after receipt of a written request.

(e) Any copy of records made available for inspection as copies and furnished upon request to the public or any public agency by the awarding body, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement shall be marked or obliterated in a manner so as to prevent disclosure of an individual's name, address and social security number. The name and address of the contractor awarded the contract or the subcontractor performing the contract shall not be marked or obliterated.

(f) The contractor shall inform the body awarding the contract of the location of the records enumerated under subdivision (a), including the street address, city, and county, and shall, within five working days, provide a notice of a change of location and address.

(g) The contractor or subcontractor shall have 10 days in which to comply subsequent to receipt of a written notice requesting the records enumerated in subdivision (a). In the event that the contractor or subcontractor fails to comply within the ten (10) day period, he or she shall, as a penalty to the state or political subdivision on whose behalf the contract is made or awarded, forfeit one hundred dollars ($100) for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due. A contractor is not subject to a penalty assessment pursuant to this section due to the failure of a subcontractor to comply with this section."

The penalties specified in subdivision (h) of Labor Code Section 1776 for noncompliance with the requirements in Section 1776 may be deducted from any moneys due or which may become due to the Contractor.

A copy of all payrolls shall be uploaded weekly to the SANDAG Labor Compliance Monitoring System (LCMS) no later than ten calendar days after the payroll week end date. Payrolls shall contain the full name, address and Social Security number of each employee, the employee's correct classification, rate of pay, daily and weekly number of hours worked, itemized deductions made and actual wages paid. They shall also indicate apprentices and ratio of apprentices to journeymen. The employee's address and social security number must be entered on all payrolls. The payroll shall be accompanied by a "Statement of Compliance" signed by the employer or the employer's agent indicating that the payrolls are correct and complete and that the wage rates contained therein are not less than those required by the Contract. The "Statement of Compliance" shall be on forms furnished by SANDAG or on any form with identical wording. The Contractor shall be responsible to ensure submission of subcontractor payrolls in the LCMS and the Department of Industrial Relations (DIR) eCPR systems. In addition, the contractor is responsible for maintaining physical copies of all (prime/subcontractor) payrolls for DIR auditing purposes.

Submitted certified payrolls for hauling and delivering ready-mix concrete must be accompanied by a written time record. The time record must include the following information and be uploaded to LCMS:

- Truck driver's full name
- Name and location of the batch plant
- Time the concrete was loaded

- Time the truck returned to the batch plant
- Truck driver's signature certifying under penalty of perjury that the information contained in it is true and correct.

The Contractor and each subcontract shall preserve their payroll records for a period of three (3) years from the date of completion of the Contract.

7 1.01A(3)(B) PAYROLL RECORDS – ADDITIONAL REQUIREMENTS

The Contractor shall also maintain its records in conformance with the following:

A. At the preconstruction meeting, the Contractor will be provided with all necessary forms from the SANDAG current labor compliance consultant. The Contractor shall submit weekly a copy of all payrolls to SANDAG or to the labor compliance consultant, depending on the project. The copy shall be accompanied by a statement signed by the employer or its agent indicating that the payrolls are correct and complete, that the wage rates contained therein are not less than those determined by the Secretary of Labor or the State of California Labor Code, and that the classifications set forth for each laborer or mechanic conform to the work which he or she performed. The Prime Contractor shall be responsible for the submission of copies of payrolls of all subcontractors. The Contractor shall make the records required under the labor standards clauses of the Contract available for inspection by authorized representatives of SANDAG and the Department of Labor and shall permit such representatives to interview employees during working hours on the job.

B. Contractor, and each subcontractor having contracts exceeding $10,000, shall submit monthly a report of manpower utilization of the total work force for all work performed during the month. If Contractor or subcontractor does not perform work on the project during the month, a negative report shall be submitted. The reports shall be submitted by the 15th of the following month. Contractor shall be responsible for submission of reports of all subcontractors. If any required manpower utilization report is not received by the designated due date, SANDAG will retain 10 percent (10%) of the estimated value of the work during the month from the next monthly estimate, except that such retentions shall not exceed $10,000, nor be less than $1,000. Retentions for failure to submit manpower utilization reports will be additional to all other retentions provided for in this Contract. Retentions for failure to submit manpower utilization reports will be released for payment on the monthly estimate for partial payments next following the date that all the delinquent reports for which the retention was made are submitted

C. The Contractor shall make its records available and is responsible for making its subcontractors' records available for inspection by authorized representatives of SANDAG or the state or federal government and shall permit such representatives to interview employees during working hours on the job.

7 1.01A(5) APPRENTICE REQUIREMENTS

A. Contractor and its subcontractors are required to meet the apprenticeship ratio of one hour of apprentice work for every five hours of journeyman work per Title 8 California Code of Regulations, §230.1 for its public works projects exceeding $30,000, with the exception of design build projects, which have a higher ratio requirement that graduates from 20% to 60% between 2016 and 2020. California Labor Code §1777.5 requires all public works contractors and subcontractors to submit contract award information to applicable apprenticeship programs that can supply apprentices to the site of the public work, employ registered apprentices, and make training fund contributions to approved apprenticeship programs.

B. Contractor and its subcontractors shall comply with §§1777.5, 1777.6, and 1777.7 of the California Labor Code and Title 8, California Code of Regulations §200 et seq. To ensure compliance and complete understanding of the law regarding apprentices, and specifically the required ratio thereunder, each contractor or subcontractor should, where some question exists, contact the Division of

Apprenticeship Standards, or one of its branch offices prior to commencement of work on this Contract. Responsibility for compliance with this Section lies with Contractor.

C. SANDAG encourages the employment and training of apprentices on public works contracts as may be permitted under local apprenticeship standards.

7 1.01A(7) WORKERS' COMPENSATION

Pursuant to the requirements in Labor Code §1860, the Contractor will be required to secure the payment of workers' compensation to the Contractor's employees in conformance with the requirements in Labor Code §3700.

7 1.01A(8) RECOVERY OF PENALTIES AND FORFEITURES

Attention is directed to Labor Code §§1730 to 1742, which calls for the Labor Commissioner to issue a civil wage and penalty assessment to Contractor or subcontractor or both if the Labor Commissioner determines after investigation that there has been a violation of the laws regulating public works contracts. Contractor or subcontractor may obtain review of a civil wage and penalty assessment by transmitting a written request for a hearing to the office of the Labor Commissioner that appears on the assessment within 60 days after service of the assessment.

7 1.01B CONTRACTOR'S LICENSING LAWS

Attention is directed to the provisions of Chapter 9 of Division 3 of the Business and Professions Code (commencing with §7000) concerning the licensing of contractors.

All Contractors and subcontractors shall be licensed in accordance with the laws and regulations of the State of California and with the requirements of this Contract and any Contractor or subcontractor not so licensed is subject to the penalties imposed by those laws. Contractor must also provide the license number for any subcontractor completing work in excess of one half of one percent of the total bid.

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2026 - 2027
REVISION __

PROJECT NAME: **MAIN STREET - GREEN STREET PHASE 2 ROUNDABOUT** **PROJECT NO:** **243830PWCP**

Description:
Traffic safety calming and streetscape improvements on Main Street from Johnson Avenue to El Cajon Boulevard and on El Cajon Boulevard from Lexington Avenue to Main Street. This project will install new Class IV, III, and II bicycle facilities, improved sidewalks, ADA curb ramps, and a roundabout at the intersection of Main Street and El Cajon Boulevard-Douglas Avenue. This project will complete the El Cajon Boulevard corridor by implementing extended road diets, class II bikeways, and pedestrian areas that started from past projects.

Justification:
A Caltrans Active Transportation Program (ATP) grant was secured in April 2023, followed by a SANDAG grant in March 2026. This project was identified in the adopted El Cajon Transit District Specific Plan as a high priority project. This project along Main Street from Johnson Avenue to El Cajon Boulevard and El Cajon Boulevard from Lexington Avenue to Main Street will promote high density, mixed-use smart growth by creating visually unified street spaces, making places of interest easy to get to by walking, bicycling, public transportation, and present a more welcoming image of the City.

Scheduling:
Design began in Winter 2025 with construction anticipated by the summer of 2027.

Operating Budget Impact:
Landscaping maintenance is expected to slightly increase operating costs.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Operating Supplies (8160)				**-**
Architectural Services (8315)				**-**
Consulting Services (8325)	624,700	624,700	428,255	**1,052,955**
Engineering Services (8335)				**-**
Eng Svcs-Int (8336) **ADD NEW STAFF TIME TO 8396**	25,000	25,000	(18,000)	**7,000**
Inspection Services-Internal (8337)				**-**
Legal Services (8345)				**-**
Other Prof/Tech Services (8395)			250,000	**250,000**
Internal Prof/Tech Services (8396) **ADD NEW STAFF TIME HERE**			75,000	**75,000**
Advertising (8522)	300	300	700	**1,000**
Janitorial Services (8544)				**-**
Permits & Fees (8560)	3,000	3,000		**3,000**
Printing & Binding (8570)				**-**
Furniture, Machinery & Equipment (9035)				**-**
Land Acquisition (9050)				**-**
Land Development (9055)				**-**
Construction-Buildings (9060)				**-**
Infrastructure (9065)	6,147,000	6,147,000	2,311,545	**8,458,545**
Contingency (9060)				**-**
PROJECT COST TOTAL:	6,800,000	6,800,000	3,047,500	**9,847,500**

Source(s) of Funds:				
State ATP Funds	5,984,000	5,984,000		**5,984,000**
Transnet EL11	408,000	408,000	167,000	**575,000**
Transnet EL03	408,000	408,000	168,225	**576,225**
SANDAG Smart Growth Incentive Program EL44 (SGIP Cycle 6)			2,712,275	**2,712,275**
				-
				-
				-
FUNDING TOTAL:	6,800,000	6,800,000	3,047,500	9,847,500

Agenda Item 8.

City Council
Agenda Report

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Clay Schoen, Director of Finance

SUBJECT: Monthly Treasurer's Report for the period ended March 31, 2026

RECOMMENDATION:

That the City Council receives the Monthly Treasurer's Report for the period ended March 31, 2026.

BACKGROUND:

Pursuant to City of El Cajon Municipal Code §3.04.050 L, and the City's Investment Policy, the Director of Finance/Treasurer is required to make a monthly report of investment transactions to the City Council. The report provides an overview of the City's cash balances, investment holdings, and net earnings for the period to ensure transparency and accountability in managing public funds.

The Monthly Treasurer's Report includes a summary of the City's cash and investment balances as of March 31, 2026. The included CAMP statement provides a detailed breakdown of portfolio transactions that occurred during the month, a summary and a detailed list of securities held, as well as other relevant information related to the portfolio.

The City maintains a portfolio of investments, consistent with the requirements of the investment policy, that prioritizes the preservation of principal, maintains sufficient liquidity, and maximizes yield.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The current Treasurer's Report is exempt from the California Environmental Quality Act ("CEQA") in accordance with section 15378(b)(5) of the State CEQA Guidelines because it is a governmental administrative activity.

FISCAL IMPACT:

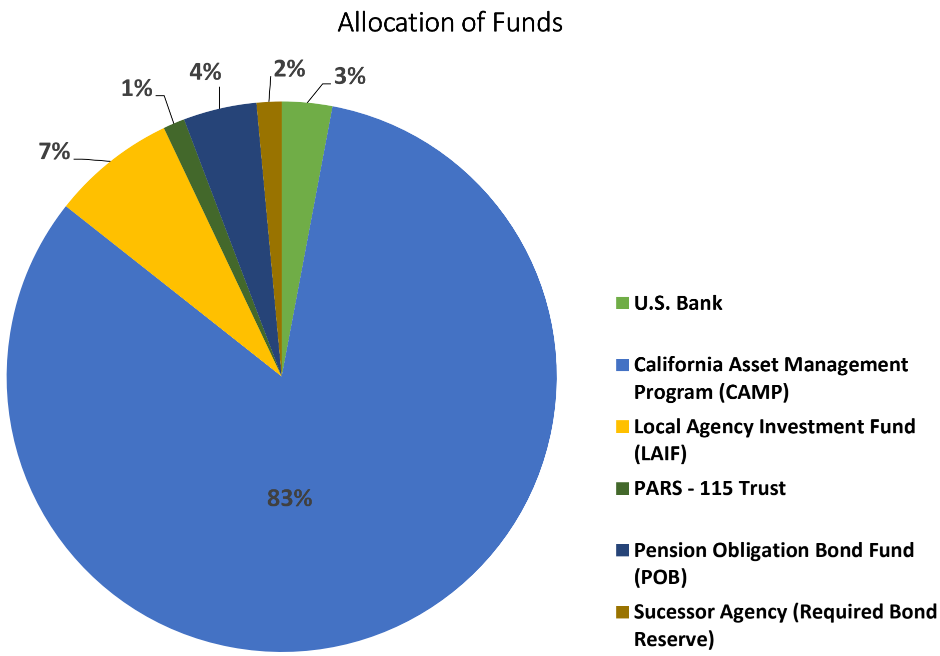
Interest earned for the month of March 2026, on a cash basis, was $538,677.

Prepared By: Clay Schoen, Director of Finance
Reviewed By: N/A
Approved By: Graham Mitchell, City Manager

Attachments

March 2026 Monthly Treasurer's Report

City of El Cajon
Monthly Treasurer's Report
March 31, 2026



	Balance as of 2/28/2026	Balance as of 3/31/2026	Net Earnings[1]
1) U.S. Bank	$ 12,815,031	$ 5,096,497	$ -
2) California Asset Management Program (CAMP)	141,566,548	142,034,676	591,126
3) Local Agency Investment Fund (LAIF)	12,582,132	12,571,200	-
4) PARS - 115 Trust	2,225,401	2,169,139	(56,262)
5) Pension Obligation Bond Fund (POB)	11	7,409,322	-
6) Sucessor Agency (Required Bond Reserve)	1,521,318	2,526,651	3,813
Total	**$ 170,710,441**	**$ 171,807,484**	**$ 538,677**

Notes:

1) US Bank consists of the liquid cash assets in the operating bank accounts.
2) CAMP contains both the CAMP cash account, liquid, and the investement accounts, recorded at cost.
   Details of the investments held are found in the following pages of this report.
3) LAIF is a State of California managed pool. El Cajon's assets are pooled with other state government entities to provide a higher yield. Interest is distributed quarterly. This account is also liquid cash.
4) PARS 115 Trust is a semi-liquid account used to generate money to fund pension contributions.
5) POB Fund contains the revenue, interest, and principal account for the Pension Obligation Bonds.
   Cash is transferred in twice a year for bond payments.
6) Sucessor Agency Holdings consists of the bond accounts for both the 2000 and the 2018 Sucessor Agency Bonds. The 2000 bonds require a reserve to be held in addition to the principal and interest accounts of both bonds. Funding to pay for the bonds is requested semi-annually on the Recognized Obligation Payment Schedule submitted to the County.

(1) Net Earnings refers to interest earnings, accrued interest, gain/loss less any fees associated with these accounts.

Account Statement - Transaction Summary

For the Month Ending **March 31, 2026**

CITY OF EL CAJON - OPERATING FUNDS - 505-00

CAMP Pool

Opening Market Value	490,710.59
Purchases	5,660,363.57
Redemptions	(5,948,014.58)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	**$203,059.58**
Cash Dividends and Income	618.75

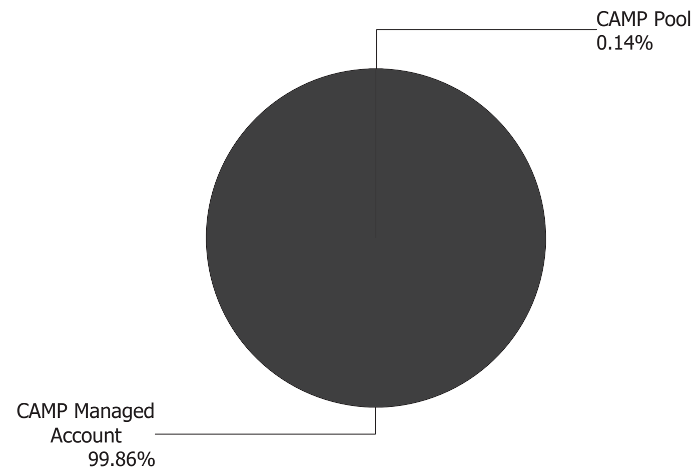
CAMP Managed Account

Opening Market Value	147,608,864.59
Purchases	5,929,159.20
Redemptions	(2,365,000.00)
Unsettled Trades	0.00
Change in Value	(1,348,891.80)
Closing Market Value	**$149,824,131.99**
Cash Dividends and Income	264,589.21

Asset Summary

	March 31, 2026	February 28, 2026
CAMP Pool	203,059.58	490,710.59
CAMP Managed Account	149,824,131.99	147,608,864.59
Total	**$150,027,191.57**	**$148,099,575.18**

Asset Allocation



Managed Account Summary Statement

For the Month Ending **March 31, 2026**

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

Transaction Summary - Money Market	
Opening Market Value	**$490,710.59**
Purchases	5,660,363.57
Redemptions	(5,948,014.58)
Closing Market Value	**$203,059.58**
Dividend	618.75

Transaction Summary - Managed Account	
Opening Market Value	**$147,608,864.59**
Maturities/Calls	(2,365,000.00)
Principal Dispositions	0.00
Principal Acquisitions	5,929,159.20
Unsettled Trades	0.00
Change in Current Value	(1,348,891.80)
Closing Market Value	**$149,824,131.99**

Account Total	
Opening Market Value	**$148,099,575.18**
Closing Market Value	**$150,027,191.57**

Earnings Reconciliation (Cash Basis) - Managed Account	
Interest/Dividends/Coupons Received	301,263.56
Less Purchased Interest Related to Interest/Coupons	(8,867.12)
Plus Net Realized Gains/Losses	(27,807.23)
Total Cash Basis Earnings	**$264,589.21**

Cash Balance	
Closing Cash Balance	**$0.00**

Earnings Reconciliation (Accrual Basis)	Managed Account	Total
Ending Amortized Value of Securities	149,142,301.96	149,345,361.54
Ending Accrued Interest	1,269,157.23	1,269,157.23
Plus Proceeds from Sales	0.00	5,948,014.58
Plus Proceeds of Maturities/Calls/Principal Payments	2,365,000.00	2,365,000.00
Plus Coupons/Dividends Received	301,263.56	301,263.56
Less Cost of New Purchases	(5,938,026.32)	(11,598,389.89)
Less Beginning Amortized Value of Securities	(145,526,624.99)	(146,017,335.58)
Less Beginning Accrued Interest	(1,103,286.97)	(1,103,286.97)
Dividends	0.00	618.75
Total Accrual Basis Earnings	**$509,784.47**	**$510,403.22**

Cash Transactions Summary- Managed Account	
Maturities/Calls	2,365,000.00
Sale Proceeds	0.00
Coupon/Interest/Dividend Income	301,263.56
Principal Payments	0.00
Security Purchases	(5,938,026.32)
Net Cash Contribution	3,271,762.76
Reconciling Transactions	0.00

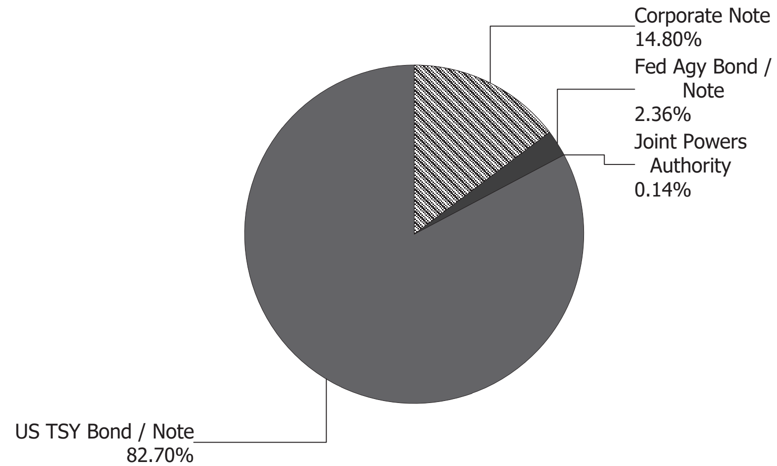
Portfolio Summary and Statistics

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

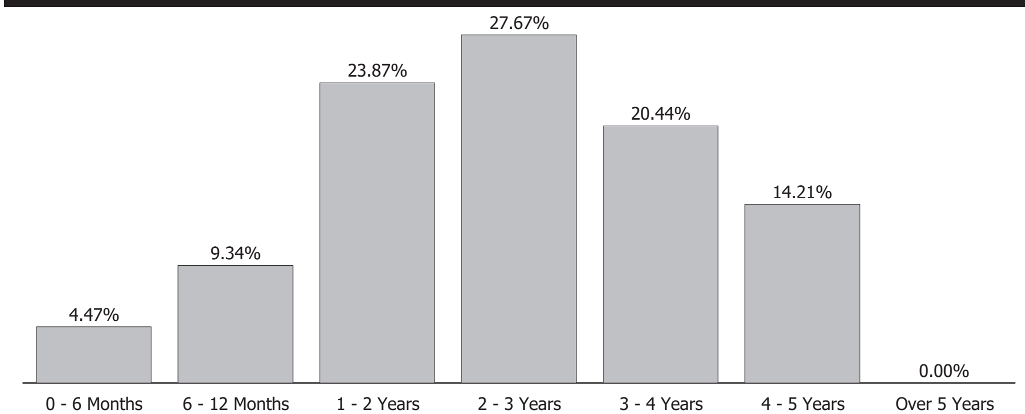
Account Summary

Description	Par Value	Market Value	Percent
U.S. Treasury Bond / Note	124,120,000.00	124,075,323.07	82.70
Federal Agency Bond / Note	3,625,000.00	3,541,704.37	2.36
Corporate Note	22,300,000.00	22,207,104.55	14.80
Managed Account Sub-Total	**150,045,000.00**	**149,824,131.99**	**99.86%**
Accrued Interest		1,269,157.23	
Total Portfolio	**150,045,000.00**	**151,093,289.22**	
CAMP Pool	203,059.58	203,059.58	0.14
Total Investments	**150,248,059.58**	**151,296,348.80**	**100.00%**
Unsettled Trades	**0.00**	**0.00**	

Sector Allocation



Maturity Distribution



Characteristics

Yield to Maturity at Cost	4.06%
Yield to Maturity at Market	3.91%
Weighted Average Days to Maturity	904

Managed Account Issuer Summary

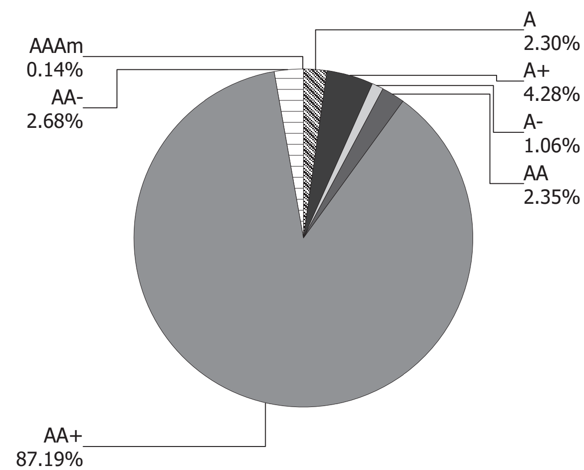
For the Month Ending **March 31, 2026**

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

Issuer Summary

Issuer	Market Value of Holdings	Percent
Adobe Inc	1,035,387.36	0.69
Alphabet Inc	1,688,186.70	1.13
Amazon.com Inc	2,363,772.95	1.57
Apple Inc	1,501,788.00	1.00
AstraZeneca PLC	1,118,980.50	0.75
Bank of America Corp	1,582,792.01	1.06
BlackRock Inc	1,091,709.80	0.73
CAMP Pool	203,059.58	0.14
Deere & Co	500,878.50	0.33
Federal Farm Credit Banks Funding Corp	1,619,564.37	1.08
Federal Home Loan Banks	1,922,140.00	1.28
Goldman Sachs Group Inc	1,286,590.83	0.86
Hershey Co	1,001,078.00	0.67
JPMorgan Chase & Co	1,951,653.76	1.30
PepsiCo Inc	815,457.76	0.54
Procter & Gamble Co	1,229,708.75	0.82
Salesforce Inc	1,152,381.65	0.77
Toyota Motor Corp	1,019,561.00	0.68
United States Treasury	124,075,323.07	82.69
Visa Inc	1,698,318.70	1.13
Walmart Inc	1,168,858.28	0.78
Total	**$150,027,191.57**	**100.00%**

Credit Quality (S&P Ratings)



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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY N/B DTD 06/01/2021 0.750% 05/31/2026	91282CCF6	500,000.00	AA+	Aa1	06/23/21	06/25/21	497,148.44	0.87	1,256.87	499,905.00	497,475.50
US TREASURY N/B DTD 06/01/2021 0.750% 05/31/2026	91282CCF6	1,375,000.00	AA+	Aa1	06/02/22	06/03/22	1,261,777.34	2.95	3,456.39	1,370,340.63	1,368,057.62
US TREASURY N/B DTD 06/01/2021 0.750% 05/31/2026	91282CCF6	2,500,000.00	AA+	Aa1	06/14/22	06/15/22	2,242,089.84	3.57	6,284.34	2,489,298.33	2,487,377.50
US TREASURY N/B DTD 06/30/2021 0.875% 06/30/2026	91282CCJ8	970,000.00	AA+	Aa1	10/08/21	10/12/21	964,051.17	1.01	2,133.60	969,689.09	963,126.58
US TREASURY N/B DTD 08/02/2021 0.625% 07/31/2026	91282CCP4	1,200,000.00	AA+	Aa1	08/20/21	08/23/21	1,192,171.88	0.76	1,243.09	1,199,474.65	1,187,634.00
US TREASURY N/B DTD 11/15/2016 2.000% 11/15/2026	912828U24	2,645,000.00	AA+	Aa1	06/21/22	06/22/22	2,491,569.34	3.43	20,020.17	2,623,231.37	2,616,391.68
US TREASURY N/B DTD 01/31/2025 4.125% 01/31/2027	91282CMH1	1,130,000.00	AA+	Aa1	02/13/25	02/18/25	1,126,115.63	4.31	7,725.83	1,128,300.81	1,133,487.18
US TREASURY N/B DTD 01/31/2025 4.125% 01/31/2027	91282CMH1	4,530,000.00	AA+	Aa1	02/11/25	02/12/25	4,516,197.66	4.29	30,971.69	4,524,012.64	4,543,979.58
US TREASURY N/B DTD 02/15/2017 2.250% 02/15/2027	912828V98	1,000,000.00	AA+	Aa1	09/29/22	09/30/22	925,546.88	4.13	2,796.96	985,100.06	987,020.00
US TREASURY N/B DTD 02/28/2022 1.875% 02/28/2027	91282CEC1	500,000.00	AA+	Aa1	05/09/23	05/11/23	469,062.50	3.63	815.22	492,583.02	491,601.50
US TREASURY N/B DTD 03/15/2024 4.250% 03/15/2027	91282CKE0	3,000,000.00	AA+	Aa1	07/01/24	07/02/24	2,970,585.94	4.64	5,889.95	2,989,205.66	3,014,484.00
US TREASURY N/B DTD 05/02/2022 2.750% 04/30/2027	91282CEN7	2,525,000.00	AA+	Aa1	05/30/23	05/31/23	2,411,177.73	4.00	29,156.08	2,493,639.18	2,497,651.73
US TREASURY N/B DTD 06/01/2020 0.500% 05/31/2027	912828ZS2	2,890,000.00	AA+	Aa1	06/13/22	06/14/22	2,502,898.05	3.46	4,843.13	2,799,206.22	2,781,512.29
US TREASURY N/B DTD 06/17/2024 4.625% 06/15/2027	91282CKV2	3,400,000.00	AA+	Aa1	06/28/24	06/28/24	3,411,953.13	4.50	46,224.59	3,405,052.28	3,431,875.00

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY N/B DTD 06/30/2022 3.250% 06/30/2027	91282CEW7	1,465,000.00	AA+	Aa1	09/15/22	09/15/22	1,437,645.70	3.68	11,968.89	1,457,883.82	1,454,813.86
US TREASURY N/B DTD 08/15/1997 6.375% 08/15/2027	912810FA1	755,000.00	AA+	Aa1	11/18/22	11/21/22	830,794.92	4.02	5,983.17	776,975.26	780,894.24
US TREASURY N/B DTD 08/15/2017 2.250% 08/15/2027	9128282R0	1,540,000.00	AA+	Aa1	09/15/22	09/15/22	1,440,922.66	3.69	4,307.32	1,512,346.66	1,507,515.24
US TREASURY N/B DTD 08/31/2022 3.125% 08/31/2027	91282CFH9	1,140,000.00	AA+	Aa1	06/28/23	06/30/23	1,095,424.22	4.16	3,097.83	1,124,868.23	1,128,822.30
US TREASURY N/B DTD 09/30/2020 0.375% 09/30/2027	91282CAL5	1,950,000.00	AA+	Aa1	11/01/22	11/02/22	1,616,291.02	4.28	19.98	1,848,193.64	1,852,423.95
US TREASURY N/B DTD 10/31/2022 4.125% 10/31/2027	91282CFU0	2,460,000.00	AA+	Aa1	03/01/24	03/05/24	2,440,589.06	4.36	42,608.29	2,451,595.86	2,470,186.86
US TREASURY N/B DTD 12/01/2025 3.375% 11/30/2027	91282CPL9	1,455,000.00	AA+	Aa1	12/17/25	12/18/25	1,451,703.52	3.50	16,458.69	1,452,175.78	1,444,257.74
US TREASURY N/B DTD 01/03/2023 3.875% 12/31/2027	91282CGC9	1,075,000.00	AA+	Aa1	06/26/23	06/28/23	1,067,357.42	4.05	10,471.60	1,072,034.85	1,075,755.73
US TREASURY N/B DTD 01/03/2023 3.875% 12/31/2027	91282CGC9	1,250,000.00	AA+	Aa1	01/17/23	01/17/23	1,265,136.72	3.61	12,176.28	1,255,346.80	1,250,878.75
US TREASURY N/B DTD 01/03/2023 3.875% 12/31/2027	91282CGC9	3,400,000.00	AA+	Aa1	06/28/24	06/28/24	3,337,710.94	4.45	33,119.48	3,367,757.55	3,402,390.20
US TREASURY N/B DTD 01/31/2023 3.500% 01/31/2028	91282CGH8	1,630,000.00	AA+	Aa1	01/02/24	01/03/24	1,600,965.63	3.98	9,455.80	1,616,935.51	1,620,704.11
US TREASURY N/B DTD 02/28/2023 4.000% 02/29/2028	91282CGP0	2,200,000.00	AA+	Aa1	05/19/23	05/22/23	2,225,437.50	3.73	7,652.17	2,210,195.42	2,207,218.20
US TREASURY N/B DTD 03/31/2023 3.625% 03/31/2028	91282CGT2	2,425,000.00	AA+	Aa1	05/30/23	05/31/23	2,398,287.11	3.88	240.18	2,413,957.87	2,416,189.98
US TREASURY N/B DTD 05/01/2023 3.500% 04/30/2028	91282CHA2	1,045,000.00	AA+	Aa1	05/02/23	05/03/23	1,046,306.25	3.47	15,357.46	1,045,544.27	1,038,387.24

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY N/B DTD 04/30/2021 1.250% 04/30/2028	91282CBZ3	2,100,000.00	AA+	Aa1	06/20/23	06/21/23	1,849,066.41	3.98	11,022.10	1,992,558.01	1,992,948.30
US TREASURY N/B DTD 06/30/2023 4.000% 06/30/2028	91282CHK0	2,300,000.00	AA+	Aa1	07/13/23	07/17/23	2,306,558.59	3.94	23,127.07	2,302,974.92	2,309,614.00
US TREASURY N/B DTD 06/30/2023 4.000% 06/30/2028	91282CHK0	3,400,000.00	AA+	Aa1	06/27/24	06/28/24	3,353,914.06	4.37	34,187.85	3,373,170.12	3,414,212.00
US TREASURY N/B DTD 08/17/1998 5.500% 08/15/2028	912810FE3	1,550,000.00	AA+	Aa1	09/11/23	09/12/23	1,621,505.86	4.45	10,597.38	1,584,461.13	1,609,154.20
US TREASURY N/B DTD 08/31/2023 4.375% 08/31/2028	91282CHX2	2,375,000.00	AA+	Aa1	09/14/23	09/15/23	2,373,422.85	4.39	9,035.33	2,374,231.44	2,404,687.50
US TREASURY N/B DTD 10/02/2023 4.625% 09/30/2028	91282CJA0	2,335,000.00	AA+	Aa1	10/30/23	10/31/23	2,314,933.59	4.82	295.06	2,324,217.19	2,379,694.24
US TREASURY N/B DTD 11/30/2023 4.375% 11/30/2028	91282CJN2	1,000,000.00	AA+	Aa1	12/07/23	12/08/23	1,011,601.56	4.11	14,663.46	1,006,501.58	1,013,828.00
US TREASURY N/B DTD 11/30/2023 4.375% 11/30/2028	91282CJN2	1,090,000.00	AA+	Aa1	12/01/23	12/04/23	1,100,133.59	4.17	15,983.17	1,095,671.40	1,105,072.52
US TREASURY N/B DTD 11/30/2023 4.375% 11/30/2028	91282CJN2	1,415,000.00	AA+	Aa1	12/17/25	12/18/25	1,447,721.88	3.54	20,748.80	1,444,694.85	1,434,566.62
US TREASURY N/B DTD 01/02/2024 3.750% 12/31/2028	91282CJR3	3,400,000.00	AA+	Aa1	01/30/24	01/31/24	3,358,031.25	4.03	32,051.10	3,375,534.90	3,393,227.20
US TREASURY N/B DTD 01/02/2024 3.750% 12/31/2028	91282CJR3	3,420,000.00	AA+	Aa1	06/27/24	06/28/24	3,339,710.16	4.33	32,239.64	3,369,216.29	3,413,187.36
US TREASURY N/B DTD 01/31/2024 4.000% 01/31/2029	91282CJW2	1,670,000.00	AA+	Aa1	02/13/24	02/14/24	1,650,886.33	4.26	11,071.82	1,658,601.35	1,677,566.77
US TREASURY N/B DTD 02/29/2024 4.250% 02/28/2029	91282CKD2	1,000,000.00	AA+	Aa1	03/01/24	03/05/24	999,960.94	4.25	3,695.65	999,978.30	1,011,484.00
US TREASURY N/B DTD 02/29/2024 4.250% 02/28/2029	91282CKD2	1,480,000.00	AA+	Aa1	03/01/24	03/05/24	1,479,653.13	4.26	5,469.57	1,479,791.28	1,496,996.32

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY N/B DTD 04/30/2024 4.625% 04/30/2029	91282CKP5	500,000.00	AA+	Aa1	05/09/24	05/13/24	503,476.56	4.47	9,709.94	502,246.60	511,328.00
US TREASURY N/B DTD 04/30/2024 4.625% 04/30/2029	91282CKP5	4,800,000.00	AA+	Aa1	04/25/24	04/30/24	4,781,250.00	4.71	93,215.47	4,787,941.79	4,908,748.80
US TREASURY N/B DTD 05/31/2024 4.500% 05/31/2029	91282CKT7	3,375,000.00	AA+	Aa1	06/26/24	06/27/24	3,399,653.32	4.33	50,903.16	3,391,427.48	3,440,390.63
US TREASURY N/B DTD 07/01/2024 4.250% 06/30/2029	91282CKX8	1,650,000.00	AA+	Aa1	07/19/24	07/22/24	1,657,412.11	4.15	17,628.11	1,655,044.38	1,669,979.85
US TREASURY N/B DTD 07/31/2024 4.000% 07/31/2029	91282CLC3	1,375,000.00	AA+	Aa1	08/14/24	08/15/24	1,396,430.66	3.65	9,116.02	1,389,825.00	1,381,122.88
US TREASURY N/B DTD 07/31/2024 4.000% 07/31/2029	91282CLC3	1,700,000.00	AA+	Aa1	07/30/24	07/31/24	1,695,816.41	4.05	11,270.72	1,697,122.69	1,707,570.10
US TREASURY N/B DTD 09/03/2024 3.625% 08/31/2029	91282CLK5	1,485,000.00	AA+	Aa1	09/20/24	09/23/24	1,494,919.34	3.48	4,680.98	1,492,038.48	1,473,630.84
US TREASURY N/B DTD 09/30/2022 3.875% 09/30/2029	91282CFL0	1,900,000.00	AA+	Aa1	12/02/24	12/03/24	1,877,140.63	4.15	201.16	1,882,982.31	1,900,148.20
US TREASURY N/B DTD 10/31/2024 4.125% 10/31/2029	91282CLR0	3,000,000.00	AA+	Aa1	11/21/24	11/22/24	2,975,742.19	4.31	51,961.33	2,981,919.12	3,024,609.00
US TREASURY N/B DTD 10/31/2024 4.125% 10/31/2029	91282CLR0	3,200,000.00	AA+	Aa1	10/30/24	10/31/24	3,201,875.00	4.11	55,425.41	3,201,382.15	3,226,249.60
US TREASURY N/B DTD 11/30/2022 3.875% 11/30/2029	91282CFY2	1,440,000.00	AA+	Aa1	12/17/25	12/18/25	1,452,825.00	3.63	18,702.20	1,451,957.51	1,439,663.04
US TREASURY N/B DTD 12/31/2024 4.375% 12/31/2029	91282CMD0	2,290,000.00	AA+	Aa1	01/06/25	01/07/25	2,285,527.34	4.42	25,185.26	2,286,547.36	2,328,733.06
US TREASURY N/B DTD 02/28/2023 4.000% 02/28/2030	91282CGQ8	1,790,000.00	AA+	Aa1	02/28/25	02/28/25	1,785,804.69	4.05	6,226.09	1,786,650.66	1,796,782.31
US TREASURY N/B DTD 04/30/2025 3.875% 04/30/2030	91282CMZ1	3,750,000.00	AA+	Aa1	05/14/25	05/15/25	3,706,201.17	4.14	61,015.19	3,713,340.17	3,745,897.50

Managed Account Detail of Securities Held

For the Month Ending **March 31, 2026**

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY N/B DTD 09/02/2025 3.625% 08/31/2030	91282CNX5	1,115,000.00	AA+	Aa1	09/29/25	09/30/25	1,109,250.78	3.74	3,514.67	1,109,797.35	1,101,323.41
US TREASURY N/B DTD 09/02/2025 3.625% 08/31/2030	91282CNX5	1,295,000.00	AA+	Aa1	09/22/25	09/23/25	1,290,801.37	3.70	4,082.07	1,291,214.98	1,279,115.53
US TREASURY N/B DTD 09/02/2025 3.625% 08/31/2030	91282CNX5	3,550,000.00	AA+	Aa1	09/02/25	09/02/25	3,534,330.08	3.72	11,190.22	3,536,020.89	3,506,455.70
US TREASURY N/B DTD 12/01/2025 3.500% 11/30/2030	91282CPN5	1,465,000.00	AA+	Aa1	12/17/25	12/18/25	1,451,666.21	3.70	17,185.58	1,452,374.63	1,438,046.93
US TREASURY N/B DTD 12/01/2025 3.500% 11/30/2030	91282CPN5	1,900,000.00	AA+	Aa1	12/10/25	12/11/25	1,877,660.16	3.76	22,288.46	1,878,919.31	1,865,043.80
US TREASURY N/B DTD 12/31/2025 3.625% 12/31/2030	91282CPR6	2,050,000.00	AA+	Aa1	01/05/26	01/06/26	2,041,351.56	3.72	18,680.77	2,041,728.34	2,022,132.30
Security Type Sub-Total		**124,120,000.00**					**121,963,152.98**	**4.01**	**1,052,105.86**	**123,486,934.42**	**124,075,323.07**
Federal Agency Bond / Note											
FEDERAL HOME LOAN BANK (CALLABLE) DTD 02/25/2021 0.850% 08/25/2027	3130ALAT1	2,000,000.00	AA+	Aa1	06/20/23	06/21/23	1,738,420.00	4.27	283.33	1,912,342.86	1,922,140.00
FEDERAL FARM CREDIT BANK (CALLABLE) DTD 04/16/2025 4.370% 04/16/2030	3133ETDA2	1,625,000.00	AA+	Aa1	04/21/25	04/22/25	1,623,375.00	4.39	32,547.40	1,623,659.54	1,619,564.37
Security Type Sub-Total		**3,625,000.00**					**3,361,795.00**	**4.33**	**32,830.73**	**3,536,002.40**	**3,541,704.37**
Corporate Note											
PROCTER & GAMBLE CO/THE DTD 02/01/2022 1.900% 02/01/2027	742718FV6	1,250,000.00	AA-	Aa3	02/01/22	02/03/22	1,251,537.50	1.87	3,958.33	1,250,256.54	1,229,708.75
GOLDMAN SACHS BANK USA (CALLABLE) DTD 05/21/2024 5.414% 05/21/2027	38151LAG5	1,285,000.00	A+	A1	06/18/25	06/20/25	1,293,712.30	5.04	25,122.46	1,286,329.92	1,286,590.83
JOHN DEERE CAPITAL CORP DTD 09/08/2022 4.150% 09/15/2027	24422EWK1	500,000.00	A	A1	01/03/23	01/05/23	494,260.00	4.42	922.22	498,220.26	500,878.50

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
JPMORGAN CHASE & CO (CALLABLE) DTD 09/22/2021 1.470% 09/22/2027	46647PCP9	1,000,000.00	A	A1	01/03/23	01/05/23	870,290.00	4.56	367.50	959,413.08	986,315.00
TOYOTA MOTOR CREDIT CORP DTD 11/10/2022 5.450% 11/10/2027	89236TKL8	1,000,000.00	A+	A1	01/03/23	01/05/23	1,030,320.00	4.74	21,345.83	1,010,060.33	1,019,561.00
AMAZON.COM INC (CALLABLE) DTD 12/01/2022 4.550% 12/01/2027	023135CP9	1,000,000.00	AA	A1	12/22/22	12/27/22	1,004,660.00	4.44	15,166.67	1,001,523.05	1,008,833.00
JPMORGAN CHASE & CO (CALLABLE) DTD 02/24/2022 2.947% 02/24/2028	46647PCW4	185,000.00	A	A1	09/14/23	09/18/23	169,158.45	5.13	560.34	178,220.69	182,672.33
JPMORGAN CHASE & CO (CALLABLE) DTD 04/25/2017 3.540% 05/01/2028	46647PAF3	790,000.00	A	A1	05/16/23	05/18/23	747,529.60	4.77	11,497.13	772,135.28	782,666.43
HERSHEY COMPANY (CALLABLE) DTD 05/04/2023 4.250% 05/04/2028	427866BH0	1,000,000.00	A	A1	05/09/23	05/11/23	1,005,460.00	4.13	17,354.17	1,002,239.13	1,001,078.00
APPLE INC (CALLABLE) DTD 05/10/2023 4.000% 05/10/2028	037833ET3	1,500,000.00	AA+	Aaa	05/10/23	05/11/23	1,501,305.00	3.98	23,500.00	1,500,537.79	1,501,788.00
WALMART INC (CALLABLE) DTD 06/27/2018 3.700% 06/26/2028	931142EE9	1,175,000.00	AA	Aa2	06/26/23	06/28/23	1,142,382.00	4.32	11,472.57	1,160,396.28	1,168,858.28
BANK OF AMERICA CORP (CALLABLE) DTD 07/21/2017 3.593% 07/21/2028	06051GGR4	505,000.00	A-	A1	07/27/23	07/31/23	469,594.45	5.21	3,528.13	488,582.90	499,568.73
BANK OF AMERICA CORP (CALLABLE) DTD 07/21/2017 3.593% 07/21/2028	06051GGR4	1,095,000.00	A-	A1	07/24/23	07/26/23	1,020,145.80	5.17	7,650.10	1,060,387.75	1,083,223.28
ASTRAZENECA FINANCE LLC (CALLABLE) DTD 02/26/2024 4.850% 02/26/2029	04636NAL7	1,100,000.00	A+	A1	07/18/25	07/21/25	1,121,285.00	4.26	5,186.81	1,117,325.06	1,118,980.50
BLACKROCK FUNDING INC (CALLABLE) DTD 03/14/2024 4.700% 03/14/2029	09290DAA9	1,075,000.00	AA-	Aa3	03/14/24	03/18/24	1,074,989.25	4.70	2,385.90	1,074,994.14	1,091,709.80
SALESFORCE INC (CALLABLE) DTD 03/13/2026 4.650% 03/15/2029	79466LAR5	1,150,000.00	A+	A2	03/13/26	03/16/26	1,154,036.50	4.52	2,673.75	1,153,982.10	1,152,381.65
ADOBE INC (CALLABLE) DTD 02/03/2020 2.300% 02/01/2030	00724PAD1	1,120,000.00	A+	A1	02/13/25	02/18/25	1,001,425.60	4.72	4,293.33	1,025,903.75	1,035,387.36

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
PEPSICO INC (CALLABLE) DTD 02/07/2025 4.600% 02/07/2030	713448GB8	805,000.00	A+	A1	02/05/25	02/07/25	803,647.60	4.64	5,554.50	803,933.01	815,457.76
VISA INC (CALLABLE) DTD 02/12/2026 4.100% 02/12/2031	92826CAZ5	1,700,000.00	AA-	Aa3	03/02/26	03/03/26	1,715,368.00	3.90	9,486.94	1,715,148.47	1,698,318.70
ALPHABET INC (CALLABLE) DTD 02/13/2026 4.100% 02/15/2031	02079KBK2	1,700,000.00	AA+	Aa2	03/02/26	03/03/26	1,703,791.00	4.05	9,293.33	1,703,739.79	1,688,186.70
AMAZON.COM INC (CALLABLE) DTD 03/13/2026 4.250% 03/13/2031	023135DD5	1,365,000.00	AA	A1	03/13/26	03/16/26	1,355,963.70	4.40	2,900.63	1,356,035.82	1,354,939.95
Security Type Sub-Total		**22,300,000.00**					**21,930,861.75**	**4.32**	**184,220.64**	**22,119,365.14**	**22,207,104.55**
Managed Account Sub-Total		**150,045,000.00**					**147,255,809.73**	**4.06**	**1,269,157.23**	**149,142,301.96**	**149,824,131.99**
Joint Powers Authority											
CAMP Pool		203,059.58	AAAm	NR			203,059.58		0.00	203,059.58	203,059.58
Liquid Sub-Total		**203,059.58**					**203,059.58**		**0.00**	**203,059.58**	**203,059.58**
Securities Sub-Total		**$150,248,059.58**					**$147,458,869.31**	**4.06%**	**$1,269,157.23**	**$149,345,361.54**	**$150,027,191.57**
Accrued Interest											**$1,269,157.23**
Total Investments											**$151,296,348.80**

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	YTM at Mkt
U.S. Treasury Bond / Note										
US TREASURY N/B DTD 06/01/2021 0.750% 05/31/2026	91282CCF6	500,000.00	BOFAML		99.50	497,475.50	327.06	(2,429.50)	0.16	3.82
US TREASURY N/B DTD 06/01/2021 0.750% 05/31/2026	91282CCF6	1,375,000.00	Citigrou		99.50	1,368,057.62	106,280.28	(2,283.01)	0.16	3.82
US TREASURY N/B DTD 06/01/2021 0.750% 05/31/2026	91282CCF6	2,500,000.00	RBC Capi		99.50	2,487,377.50	245,287.66	(1,920.83)	0.16	3.82
US TREASURY N/B DTD 06/30/2021 0.875% 06/30/2026	91282CCJ8	970,000.00	HSBC		99.29	963,126.58	(924.59)	(6,562.51)	0.24	3.76
US TREASURY N/B DTD 08/02/2021 0.625% 07/31/2026	91282CCP4	1,200,000.00	Barclays		98.97	1,187,634.00	(4,537.88)	(11,840.65)	0.33	3.74
US TREASURY N/B DTD 11/15/2016 2.000% 11/15/2026	912828U24	2,645,000.00	Citigrou		98.92	2,616,391.68	124,822.34	(6,839.69)	0.61	3.77
US TREASURY N/B DTD 01/31/2025 4.125% 01/31/2027	91282CMH1	1,130,000.00	Citigrou		100.31	1,133,487.18	7,371.55	5,186.37	0.81	3.74
US TREASURY N/B DTD 01/31/2025 4.125% 01/31/2027	91282CMH1	4,530,000.00	Citigrou		100.31	4,543,979.58	27,781.92	19,966.94	0.81	3.74
US TREASURY N/B DTD 02/15/2017 2.250% 02/15/2027	912828V98	1,000,000.00	HSBC		98.70	987,020.00	61,473.12	1,919.94	0.86	3.77
US TREASURY N/B DTD 02/28/2022 1.875% 02/28/2027	91282CEC1	500,000.00	HSBC		98.32	491,601.50	22,539.00	(981.52)	0.89	3.76
US TREASURY N/B DTD 03/15/2024 4.250% 03/15/2027	91282CKE0	3,000,000.00	BMO		100.48	3,014,484.00	43,898.06	25,278.34	0.93	3.73
US TREASURY N/B DTD 05/02/2022 2.750% 04/30/2027	91282CEN7	2,525,000.00	Citigrou		98.92	2,497,651.73	86,474.00	4,012.55	1.04	3.78
US TREASURY N/B DTD 06/01/2020 0.500% 05/31/2027	912828ZS2	2,890,000.00	MorganSt		96.25	2,781,512.29	278,614.24	(17,693.93)	1.14	3.83
US TREASURY N/B DTD 06/17/2024 4.625% 06/15/2027	91282CKV2	3,400,000.00	HSBC		100.94	3,431,875.00	19,921.87	26,822.72	1.15	3.82
US TREASURY N/B DTD 06/30/2022 3.250% 06/30/2027	91282CEW7	1,465,000.00	Nomura		99.30	1,454,813.86	17,168.16	(3,069.96)	1.20	3.82
US TREASURY N/B DTD 08/15/1997 6.375% 08/15/2027	912810FA1	755,000.00	BOFAML		103.43	780,894.24	(49,900.68)	3,918.98	1.30	3.79
US TREASURY N/B DTD 08/15/2017 2.250% 08/15/2027	9128282R0	1,540,000.00	Citigrou		97.89	1,507,515.24	66,592.58	(4,831.42)	1.33	3.84

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	YTM at Mkt
U.S. Treasury Bond / Note										
US TREASURY N/B DTD 08/31/2022 3.125% 08/31/2027	91282CFH9	1,140,000.00	Nomura		99.02	1,128,822.30	33,398.08	3,954.07	1.37	3.84
US TREASURY N/B DTD 09/30/2020 0.375% 09/30/2027	91282CAL5	1,950,000.00	RBS		95.00	1,852,423.95	236,132.93	4,230.31	1.47	3.85
US TREASURY N/B DTD 10/31/2022 4.125% 10/31/2027	91282CFU0	2,460,000.00	Citigrou		100.41	2,470,186.86	29,597.80	18,591.00	1.50	3.85
US TREASURY N/B DTD 12/01/2025 3.375% 11/30/2027	91282CPL9	1,455,000.00	GoldmanS		99.26	1,444,257.74	(7,445.78)	(7,918.04)	1.59	3.83
US TREASURY N/B DTD 01/03/2023 3.875% 12/31/2027	91282CGC9	1,075,000.00	GoldmanS		100.07	1,075,755.73	8,398.31	3,720.88	1.66	3.83
US TREASURY N/B DTD 01/03/2023 3.875% 12/31/2027	91282CGC9	1,250,000.00	Citigrou		100.07	1,250,878.75	(14,257.97)	(4,468.05)	1.66	3.83
US TREASURY N/B DTD 01/03/2023 3.875% 12/31/2027	91282CGC9	3,400,000.00	HSBC		100.07	3,402,390.20	64,679.26	34,632.65	1.66	3.83
US TREASURY N/B DTD 01/31/2023 3.500% 01/31/2028	91282CGH8	1,630,000.00	MorganSt		99.43	1,620,704.11	19,738.48	3,768.60	1.75	3.82
US TREASURY N/B DTD 02/28/2023 4.000% 02/29/2028	91282CGP0	2,200,000.00	HSBC		100.33	2,207,218.20	(18,219.30)	(2,977.22)	1.82	3.82
US TREASURY N/B DTD 03/31/2023 3.625% 03/31/2028	91282CGT2	2,425,000.00	JPMorgan		99.64	2,416,189.98	17,902.87	2,232.11	1.91	3.82
US TREASURY N/B DTD 05/01/2023 3.500% 04/30/2028	91282CHA2	1,045,000.00	BNPPSA		99.37	1,038,387.24	(7,919.01)	(7,157.03)	1.96	3.82
US TREASURY N/B DTD 04/30/2021 1.250% 04/30/2028	91282CBZ3	2,100,000.00	Nomura		94.90	1,992,948.30	143,881.89	390.29	2.01	3.82
US TREASURY N/B DTD 06/30/2023 4.000% 06/30/2028	91282CHK0	2,300,000.00	BNPPSA		100.42	2,309,614.00	3,055.41	6,639.08	2.11	3.80
US TREASURY N/B DTD 06/30/2023 4.000% 06/30/2028	91282CHK0	3,400,000.00	HSBC		100.42	3,414,212.00	60,297.94	41,041.88	2.11	3.80
US TREASURY N/B DTD 08/17/1998 5.500% 08/15/2028	912810FE3	1,550,000.00	Nomura		103.82	1,609,154.20	(12,351.66)	24,693.07	2.20	3.80
US TREASURY N/B DTD 08/31/2023 4.375% 08/31/2028	91282CHX2	2,375,000.00	Citigrou		101.25	2,404,687.50	31,264.65	30,456.06	2.27	3.83
US TREASURY N/B DTD 10/02/2023 4.625% 09/30/2028	91282CJA0	2,335,000.00	JPMorgan		101.91	2,379,694.24	64,760.65	55,477.05	2.35	3.81

Managed Account Fair Market Value & Analytics

For the Month Ending **March 31, 2026**

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	YTM at Mkt
U.S. Treasury Bond / Note										
US TREASURY N/B DTD 11/30/2023 4.375% 11/30/2028	91282CJN2	1,000,000.00	BMO		101.38	1,013,828.00	2,226.44	7,326.42	2.46	3.82
US TREASURY N/B DTD 11/30/2023 4.375% 11/30/2028	91282CJN2	1,090,000.00	BOFAML		101.38	1,105,072.52	4,938.93	9,401.12	2.46	3.82
US TREASURY N/B DTD 11/30/2023 4.375% 11/30/2028	91282CJN2	1,415,000.00	BMO		101.38	1,434,566.62	(13,155.26)	(10,128.23)	2.46	3.82
US TREASURY N/B DTD 01/02/2024 3.750% 12/31/2028	91282CJR3	3,400,000.00	Citigrou		99.80	3,393,227.20	35,195.95	17,692.30	2.57	3.83
US TREASURY N/B DTD 01/02/2024 3.750% 12/31/2028	91282CJR3	3,420,000.00	HSBC		99.80	3,413,187.36	73,477.20	43,971.07	2.57	3.83
US TREASURY N/B DTD 01/31/2024 4.000% 01/31/2029	91282CJW2	1,670,000.00	BNPPSA		100.45	1,677,566.77	26,680.44	18,965.42	2.64	3.83
US TREASURY N/B DTD 02/29/2024 4.250% 02/28/2029	91282CKD2	1,000,000.00	BNPPSA		101.15	1,011,484.00	11,523.06	11,505.70	2.71	3.83
US TREASURY N/B DTD 02/29/2024 4.250% 02/28/2029	91282CKD2	1,480,000.00	BMO		101.15	1,496,996.32	17,343.19	17,205.04	2.71	3.83
US TREASURY N/B DTD 04/30/2024 4.625% 04/30/2029	91282CKP5	500,000.00	BNP Sec		102.27	511,328.00	7,851.44	9,081.40	2.80	3.84
US TREASURY N/B DTD 04/30/2024 4.625% 04/30/2029	91282CKP5	4,800,000.00	BMO		102.27	4,908,748.80	127,498.80	120,807.01	2.80	3.84
US TREASURY N/B DTD 05/31/2024 4.500% 05/31/2029	91282CKT7	3,375,000.00	JPMorgan		101.94	3,440,390.63	40,737.31	48,963.15	2.89	3.84
US TREASURY N/B DTD 07/01/2024 4.250% 06/30/2029	91282CKX8	1,650,000.00	BOFAML		101.21	1,669,979.85	12,567.74	14,935.47	2.98	3.85
US TREASURY N/B DTD 07/31/2024 4.000% 07/31/2029	91282CLC3	1,375,000.00	BOFAML		100.45	1,381,122.88	(15,307.78)	(8,702.12)	3.08	3.86
US TREASURY N/B DTD 07/31/2024 4.000% 07/31/2029	91282CLC3	1,700,000.00	BMO		100.45	1,707,570.10	11,753.69	10,447.41	3.08	3.86
US TREASURY N/B DTD 09/03/2024 3.625% 08/31/2029	91282CLK5	1,485,000.00	TD Secur		99.23	1,473,630.84	(21,288.50)	(18,407.64)	3.17	3.87
US TREASURY N/B DTD 09/30/2022 3.875% 09/30/2029	91282CFL0	1,900,000.00	Barclays		100.01	1,900,148.20	23,007.57	17,165.89	3.24	3.87
US TREASURY N/B DTD 10/31/2024 4.125% 10/31/2029	91282CLR0	3,000,000.00	Citigrou		100.82	3,024,609.00	48,866.81	42,689.88	3.25	3.88

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	YTM at Mkt
U.S. Treasury Bond / Note										
US TREASURY N/B DTD 10/31/2024 4.125% 10/31/2029	91282CLR0	3,200,000.00	Citigrou		100.82	3,226,249.60	24,374.60	24,867.45	3.25	3.88
US TREASURY N/B DTD 11/30/2022 3.875% 11/30/2029	91282CFY2	1,440,000.00	BNP Sec		99.98	1,439,663.04	(13,161.96)	(12,294.47)	3.35	3.88
US TREASURY N/B DTD 12/31/2024 4.375% 12/31/2029	91282CMD0	2,290,000.00	TD Secur		101.69	2,328,733.06	43,205.72	42,185.70	3.40	3.88
US TREASURY N/B DTD 02/28/2023 4.000% 02/28/2030	91282CGQ8	1,790,000.00	RBC Capi		100.38	1,796,782.31	10,977.62	10,131.65	3.58	3.89
US TREASURY N/B DTD 04/30/2025 3.875% 04/30/2030	91282CMZ1	3,750,000.00	Nomura		99.89	3,745,897.50	39,696.33	32,557.33	3.68	3.90
US TREASURY N/B DTD 09/02/2025 3.625% 08/31/2030	91282CNX5	1,115,000.00	RBC Capi		98.77	1,101,323.41	(7,927.37)	(8,473.94)	4.03	3.93
US TREASURY N/B DTD 09/02/2025 3.625% 08/31/2030	91282CNX5	1,295,000.00	JPMorgan		98.77	1,279,115.53	(11,685.84)	(12,099.45)	4.03	3.93
US TREASURY N/B DTD 09/02/2025 3.625% 08/31/2030	91282CNX5	3,550,000.00	BMO		98.77	3,506,455.70	(27,874.38)	(29,565.19)	4.03	3.93
US TREASURY N/B DTD 12/01/2025 3.500% 11/30/2030	91282CPN5	1,465,000.00	Citigrou		98.16	1,438,046.93	(13,619.28)	(14,327.70)	4.22	3.93
US TREASURY N/B DTD 12/01/2025 3.500% 11/30/2030	91282CPN5	1,900,000.00	RBC Capi		98.16	1,865,043.80	(12,616.36)	(13,875.51)	4.22	3.93
US TREASURY N/B DTD 12/31/2025 3.625% 12/31/2030	91282CPR6	2,050,000.00	BMO		98.64	2,022,132.30	(19,219.26)	(19,596.04)	4.29	3.94
Security Type Sub-Total		**124,120,000.00**				**124,075,323.07**	**2,112,170.09**	**588,388.65**	**2.24**	**3.83**
Federal Agency Bond / Note										
FEDERAL HOME LOAN BANK (CALLABLE) DTD 02/25/2021 0.850% 08/25/2027	3130ALAT1	2,000,000.00	KEYB	02/25/27	96.11	1,922,140.00	183,720.00	9,797.14	1.36	3.74
FEDERAL FARM CREDIT BANK (CALLABLE) DTD 04/16/2025 4.370% 04/16/2030	3133ETDA2	1,625,000.00	TD Secur	04/16/27	99.67	1,619,564.37	(3,810.63)	(4,095.17)	2.02	4.46
Security Type Sub-Total		**3,625,000.00**				**3,541,704.37**	**179,909.37**	**5,701.97**	**1.66**	**4.07**
Corporate Note										

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	YTM at Mkt
Corporate Note										
PROCTER & GAMBLE CO/THE DTD 02/01/2022 1.900% 02/01/2027	742718FV6	1,250,000.00	MFG		98.38	1,229,708.75	(21,828.75)	(20,547.79)	0.82	3.90
GOLDMAN SACHS BANK USA (CALLABLE) DTD 05/21/2024 5.414% 05/21/2027	38151LAG5	1,285,000.00	JANE	05/21/26	100.12	1,286,590.83	(7,121.47)	260.91	0.15	4.41
JOHN DEERE CAPITAL CORP DTD 09/08/2022 4.150% 09/15/2027	24422EWK1	500,000.00	JPMorgan		100.18	500,878.50	6,618.50	2,658.24	1.40	4.02
JPMORGAN CHASE & CO (CALLABLE) DTD 09/22/2021 1.470% 09/22/2027	46647PCP9	1,000,000.00	GoldmanS	09/22/26	98.63	986,315.00	116,025.00	26,901.92	0.48	4.42
TOYOTA MOTOR CREDIT CORP DTD 11/10/2022 5.450% 11/10/2027	89236TKL8	1,000,000.00	Barclays		101.96	1,019,561.00	(10,759.00)	9,500.67	1.50	4.18
AMAZON.COM INC (CALLABLE) DTD 12/01/2022 4.550% 12/01/2027	023135CP9	1,000,000.00	JPMorgan	11/01/27	100.88	1,008,833.00	4,173.00	7,309.95	1.52	3.99
JPMORGAN CHASE & CO (CALLABLE) DTD 02/24/2022 2.947% 02/24/2028	46647PCW4	185,000.00	BOFAML	02/24/27	98.74	182,672.33	13,513.88	4,451.64	0.88	4.62
JPMORGAN CHASE & CO (CALLABLE) DTD 04/25/2017 3.540% 05/01/2028	46647PAF3	790,000.00	FTNF	05/01/27	99.07	782,666.43	35,136.83	10,531.15	1.03	4.85
HERSHEY COMPANY (CALLABLE) DTD 05/04/2023 4.250% 05/04/2028	427866BH0	1,000,000.00	JPMorgan	04/04/28	100.11	1,001,078.00	(4,382.00)	(1,161.13)	1.91	4.19
APPLE INC (CALLABLE) DTD 05/10/2023 4.000% 05/10/2028	037833ET3	1,500,000.00	MorganSt	04/10/28	100.12	1,501,788.00	483.00	1,250.21	1.94	3.94
WALMART INC (CALLABLE) DTD 06/27/2018 3.700% 06/26/2028	931142EE9	1,175,000.00	BOFAML	03/26/28	99.48	1,168,858.28	26,476.28	8,462.00	2.01	3.94
BANK OF AMERICA CORP (CALLABLE) DTD 07/21/2017 3.593% 07/21/2028	06051GGR4	505,000.00	MAXE	07/21/27	98.92	499,568.73	29,974.28	10,985.83	1.25	4.83
BANK OF AMERICA CORP (CALLABLE) DTD 07/21/2017 3.593% 07/21/2028	06051GGR4	1,095,000.00	BOFAML	07/21/27	98.92	1,083,223.28	63,077.48	22,835.53	1.25	4.83
ASTRAZENECA FINANCE LLC (CALLABLE) DTD 02/26/2024 4.850% 02/26/2029	04636NAL7	1,100,000.00	Citigrou	01/26/29	101.73	1,118,980.50	(2,304.50)	1,655.44	2.64	4.21
BLACKROCK FUNDING INC (CALLABLE) DTD 03/14/2024 4.700% 03/14/2029	09290DAA9	1,075,000.00	SEEL	02/14/29	101.55	1,091,709.80	16,720.55	16,715.66	2.69	4.13
SALESFORCE INC (CALLABLE) DTD 03/13/2026 4.650% 03/15/2029	79466LAR5	1,150,000.00	GoldmanS	02/15/29	100.21	1,152,381.65	(1,654.85)	(1,600.45)	2.69	4.57
ADOBE INC (CALLABLE) DTD 02/03/2020 2.300% 02/01/2030	00724PAD1	1,120,000.00	Citigrou	11/01/29	92.45	1,035,387.36	33,961.76	9,483.61	3.57	4.47

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	YTM at Mkt
Corporate Note										
PEPSICO INC (CALLABLE) DTD 02/07/2025 4.600% 02/07/2030	713448GB8	805,000.00	MorganSt	01/07/30	101.30	815,457.76	11,810.16	11,524.75	3.45	4.23
VISA INC (CALLABLE) DTD 02/12/2026 4.100% 02/12/2031	92826CAZ5	1,700,000.00	RBC Capi	01/12/31	99.90	1,698,318.70	(17,049.30)	(16,829.77)	4.33	4.12
ALPHABET INC (CALLABLE) DTD 02/13/2026 4.100% 02/15/2031	02079KBK2	1,700,000.00	MorganSt	01/15/31	99.31	1,688,186.70	(15,604.30)	(15,553.09)	4.33	4.26
AMAZON.COM INC (CALLABLE) DTD 03/13/2026 4.250% 03/13/2031	023135DD5	1,365,000.00	JANE	02/13/31	99.26	1,354,939.95	(1,023.75)	(1,095.87)	4.39	4.42
Security Type Sub-Total		**22,300,000.00**				**22,207,104.55**	**276,242.80**	**87,739.41**	**2.33**	**4.27**
Managed Account Sub-Total		**150,045,000.00**				**149,824,131.99**	**2,568,322.26**	**681,830.03**	**2.24**	**3.91**
Joint Powers Authority										
CAMP Pool		203,059.58			1.00	203,059.58	0.00	0.00	0.00	
Liquid Sub-Total		**203,059.58**				**203,059.58**	**0.00**	**0.00**	**0.00**	
Securities Sub-Total		**$150,248,059.58**				**$150,027,191.57**	**$2,568,322.26**	**$681,830.03**	**2.24**	**3.91%**
Accrued Interest						**$1,269,157.23**				
Total Investments						**$151,296,348.80**				

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

Transaction Type Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
BUY										
03/02/26	03/03/26	ALPHABET INC (CALLABLE) DTD 02/13/2026 4.100% 02/15/2031	02079KBK2	1,700,000.00	(1,703,791.00)	(3,872.22)	(1,707,663.22)			
03/02/26	03/03/26	VISA INC (CALLABLE) DTD 02/12/2026 4.100% 02/12/2031	92826CAZ5	1,700,000.00	(1,715,368.00)	(4,065.83)	(1,719,433.83)			
03/13/26	03/16/26	AMAZON.COM INC (CALLABLE) DTD 03/13/2026 4.250% 03/13/2031	023135DD5	1,365,000.00	(1,355,963.70)	(483.44)	(1,356,447.14)			
03/13/26	03/16/26	SALESFORCE INC (CALLABLE) DTD 03/13/2026 4.650% 03/15/2029	79466LAR5	1,150,000.00	(1,154,036.50)	(445.63)	(1,154,482.13)			
Transaction Type Sub-Total				**5,915,000.00**	**(5,929,159.20)**	**(8,867.12)**	**(5,938,026.32)**			
INTEREST										
03/14/26	03/14/26	BLACKROCK FUNDING INC (CALLABLE) DTD 03/14/2024 4.700% 03/14/2029	09290DAA9		0.00	25,262.50	25,262.50			
03/15/26	03/15/26	JOHN DEERE CAPITAL CORP DTD 09/08/2022 4.150% 09/15/2027	24422EWK1		0.00	10,375.00	10,375.00			
03/15/26	03/15/26	US TREASURY N/B DTD 03/15/2024 4.250% 03/15/2027	91282CKE0		0.00	63,750.00	63,750.00			
03/15/26	03/15/26	US TREASURY N/B DTD 03/15/2023 4.625% 03/15/2026	91282CGR6		0.00	54,690.63	54,690.63			
03/22/26	03/22/26	JPMORGAN CHASE & CO (CALLABLE) DTD 09/22/2021 1.470% 09/22/2027	46647PCP9		0.00	7,350.00	7,350.00			
03/25/26	03/25/26	FEDERAL HOME LOAN BANK (CALLABLE) DTD 02/25/2021 0.850% 08/25/2027	3130ALAT1		0.00	1,416.67	1,416.67			
03/31/26	03/31/26	US TREASURY N/B DTD 09/30/2020 0.375% 09/30/2027	91282CAL5		0.00	3,656.25	3,656.25			
03/31/26	03/31/26	US TREASURY N/B DTD 10/02/2023 4.625% 09/30/2028	91282CJA0		0.00	53,996.88	53,996.88			
03/31/26	03/31/26	US TREASURY N/B DTD 03/31/2023 3.625% 03/31/2028	91282CGT2		0.00	43,953.13	43,953.13			
03/31/26	03/31/26	US TREASURY N/B DTD 09/30/2022 3.875% 09/30/2029	91282CFL0		0.00	36,812.50	36,812.50			
Transaction Type Sub-Total					**0.00**	**301,263.56**	**301,263.56**			

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

Transaction Type Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
MATURITY										
03/15/26	03/15/26	US TREASURY N/B DTD 03/15/2023 4.625% 03/15/2026	91282CGR6	2,365,000.00	2,365,000.00	0.00	2,365,000.00	(27,807.23)	0.00	
Transaction Type Sub-Total				**2,365,000.00**	**2,365,000.00**	**0.00**	**2,365,000.00**	**(27,807.23)**	**0.00**	
Managed Account Sub-Total					**(3,564,159.20)**	**292,396.44**	**(3,271,762.76)**	**(27,807.23)**	**0.00**	
Total Security Transactions					**($3,564,159.20)**	**$292,396.44**	**($3,271,762.76)**	**($27,807.23)**	**$0.00**	

CITY OF EL CAJON - OPERATING FUNDS - 505-00

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
CAMP Pool					
Opening Balance					**490,710.59**
03/02/26	03/02/26	Purchase - Interest 91282CEC1	1.00	4,687.50	495,398.09
03/02/26	03/02/26	Purchase - Interest 91282CFH9	1.00	17,812.50	513,210.59
03/02/26	03/02/26	Purchase - Interest 91282CGP0	1.00	44,000.00	557,210.59
03/02/26	03/02/26	Purchase - Interest 91282CGQ8	1.00	35,800.00	593,010.59
03/02/26	03/02/26	Purchase - Interest 91282CHX2	1.00	51,953.13	644,963.72
03/02/26	03/02/26	Purchase - Interest 91282CKD2	1.00	52,700.00	697,663.72
03/02/26	03/02/26	Purchase - Interest 91282CLK5	1.00	26,915.63	724,579.35
03/02/26	03/02/26	Purchase - Interest 91282CNX5	1.00	108,025.00	832,604.35
03/02/26	03/02/26	Purchase - Interest 9128286F2	1.00	12,500.00	845,104.35
03/02/26	03/02/26	Purchase - Interest 91282CBQ3	1.00	4,087.50	849,191.85
03/02/26	03/02/26	Purchase - Principal 91282CBQ3	1.00	1,635,000.00	2,484,191.85
03/02/26	03/02/26	Purchase - Principal 9128286F2	1.00	1,000,000.00	3,484,191.85
03/03/26	03/03/26	Redemption - Interest 02079KBK2	1.00	(3,872.22)	3,480,319.63
03/03/26	03/03/26	Redemption - Principal 02079KBK2	1.00	(1,703,791.00)	1,776,528.63
03/03/26	03/03/26	Redemption - Principal 92826CAZ5	1.00	(1,715,368.00)	61,160.63
03/03/26	03/03/26	Redemption - Interest 92826CAZ5	1.00	(4,065.83)	57,094.80
03/16/26	03/16/26	Purchase - Interest 09290DAA9	1.00	25,262.50	82,357.30
03/16/26	03/16/26	Purchase - Interest 24422EWK1	1.00	10,375.00	92,732.30
03/16/26	03/16/26	Purchase - Interest 91282CGR6	1.00	54,690.63	147,422.93
03/16/26	03/16/26	Purchase - Interest 91282CKE0	1.00	63,750.00	211,172.93
03/16/26	03/16/26	Purchase - Principal 91282CGR6	1.00	2,365,000.00	2,576,172.93

Account Statement

For the Month Ending **March 31, 2026**

CITY OF EL CAJON - OPERATING FUNDS - 505-00

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
CAMP Pool					
03/16/26	03/16/26	Redemption - Principal 023135DD5	1.00	(1,355,963.70)	1,220,209.23
03/16/26	03/16/26	Redemption - Interest 023135DD5	1.00	(483.44)	1,219,725.79
03/16/26	03/16/26	Redemption - Principal 79466LAR5	1.00	(1,154,036.50)	65,689.29
03/16/26	03/16/26	Redemption - Interest 79466LAR5	1.00	(445.63)	65,243.66
03/23/26	03/23/26	Purchase - Interest 46647PCP9	1.00	7,350.00	72,593.66
03/25/26	03/25/26	Purchase - Interest 3130ALAT1	1.00	1,416.67	74,010.33
03/27/26	03/27/26	IP Fees February 2026	1.00	(9,550.45)	64,459.88
03/27/26	03/27/26	U.S. Bank Fees January 2026	1.00	(437.81)	64,022.07
03/31/26	03/31/26	Purchase - Interest 91282CAL5	1.00	3,656.25	67,678.32
03/31/26	03/31/26	Purchase - Interest 91282CFL0	1.00	36,812.50	104,490.82
03/31/26	03/31/26	Purchase - Interest 91282CGT2	1.00	43,953.13	148,443.95
03/31/26	03/31/26	Purchase - Interest 91282CJA0	1.00	53,996.88	202,440.83
03/31/26	04/01/26	Accrual Income Div Reinvestment - Distributions	1.00	618.75	203,059.58

CITY OF EL CAJON - OPERATING FUNDS - 505-00

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
Closing Balance					**203,059.58**

	Month of March	Fiscal YTD January-March
Opening Balance	490,710.59	2,109,129.75
Purchases	5,660,363.57	6,106,314.92
Redemptions (Excl. Checks)	(5,948,014.58)	(8,012,385.09)
Check Disbursements	0.00	0.00
Closing Balance	**203,059.58**	**203,059.58**
Cash Dividends and Income	618.75	3,143.65

Closing Balance	203,059.58
Average Monthly Balance	191,167.62
Monthly Distribution Yield	3.80%

Agenda Item 9.

City Council
Agenda Report

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Dave Richards, Director of Public Works Operations

SUBJECT: Public Hearing to Consider Approval of Resolution to Confirm Delinquent Refuse/Recycling Collection Charges

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RECOMMENDATION:

That the City Council:

1. Opens the Public Hearing and receives public testimony;
2. Closes the Public Hearing;
3. Adopts the next Resolution, in order, to confirm the list of property owners as delinquent in the payment of their mandatory refuse/recycling service bills; and
4. Authorizes the City Clerk to record the amount owed for each account as a lien on the respective property and forward the list to the County Tax Assessor for billing on the next property tax bill.

BACKGROUND:

Chapter 8.24 of the El Cajon Municipal Code (ECMC) provides that the collection of garbage, refuse, recycling materials, and organic waste from all residences and places of business within the City is mandatory for all property owners. Chapter 8.24 also provides that the City Council has the power to contract with a private service to perform solid waste collection and disposal.

The City previously entered into a collection services and franchise agreement (Agreement) with EDCO Disposal (EDCO) for mandatory collection of residential and commercial garbage, recyclable materials, and organic waste. Single-family residential customers who apply for and receive an exemption from the mandatory residential refuse/recycling services are excluded from the Agreement. Examples of exemptions include vacant properties, residents taking their refuse/recycling to their privately owned business within the City limits of El Cajon with an active EDCO commercial account, or hauling their refuse/recycling to a City-approved collection alternative. To receive an exemption, the customer must provide backup documentation and/or disposal receipts as proof.

As part of ECMC Chapter 8.24 and as provided in the Agreement, EDCO can bill property owners for regular service and, if collection efforts are unsuccessful, assign the accounts to the City for collection by treating the delinquencies as special assessments against the subject property. Prior to establishing these special assessments, the City Council must conduct a public hearing at which the property owner can protest the amounts on their account. If the City Council finds an account delinquent, it adopts a resolution placing liens on the respective properties to be collected through the County tax collection process. The special assessments include charges for handling the delinquency public hearing, and, if not paid in a timely manner, interest accrues on the lien at 7% per annum.

Once the funds are collected through the tax lien process, the City must remit them to EDCO, retaining the fees and interest collected. This allows the City to use the enforcement power of a property lien, when necessary, to collect past-due amounts. Additionally, the lien process is cost-effective for the City in ensuring payment for services delivered.

Shown below is a summary of notices regarding the lien process:

- Throughout 2025, invoices and reminder letters were mailed, automated, recorded ("Robo") calls were made, and carts were tagged to remind customers of their past-due balances;
- January 2026 — notices and letters were mailed, and additional Robo calls were made;
- February 2026 — personal phone calls were made, emails sent, owners were verified and contacted, and carts were tagged;
- March 2026 — personal phone calls were continued, and owner information was again verified; and
- April 2026 — public hearing notices were sent.

EDCO provided several notices, outreach efforts, and opportunities to pay any delinquent amount before the lien process was brought before the City Council. This is evident when you compare the initial total number of delinquent accounts in January 2026, of 904, to the total delinquent accounts by May 4, 2026, of 146, a decrease of 758, or 83.85%. The total lien amount, including fees, is $47,038.79. The table below details the breakdown of the total fees:

2025 Lien Amount Summary

Delinquent Amount	10% Assignment Fee	$20 San Diego County Recording Fee	$13 City Of El Cajon Recording Fee	Delinquent Total with Fees
$38,382.54	$3,838.25	$2,920	$1,898	$47,038.79

Subject to any payments from delinquent accounts between April 8 and May 12, 2026, the total of $47,038.79 is the maximum amount, which is the aggregate of all delinquent accounts being presented as of the preparation of this report. It is the staff's recommendation that the City Council adopts the attached resolution and authorizes the City Clerk to record the individual delinquencies as liens on the respective properties as set forth in Exhibit A to this report.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

This action does not constitute a "Project" under the California Environmental Quality Act (“CEQA”) pursuant to State CEQA Guidelines section 15378(b)(5) because it is an administrative activity of government that does not result in any change in the environment.

FISCAL IMPACT:

As provided in El Cajon Municipal Code section 8.24.080, the City will receive 10 percent of the total delinquent amount, a $13.00 City Recording fee, and a $20.00 San Diego County Recording fee for each delinquent account, which, May 4, 2026, equals $47,038.79.

A list of Delinquent Refuse Collection Accounts is available for review in the City Clerk's Office during regular business hours.

Prepared By: Monica Martinez, Sr. Management Analyst

Reviewed By: Dave Richards, Director of Public Works Operations

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

RESOLUTION NO. ___-26

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

WHEREAS, pursuant to the provisions of Chapter 8.24 of the El Cajon Municipal Code, a public hearing was held on May 12, 2026, for the purpose of hearing objections or protests to a report and account of delinquent refuse collection service fees and charges; and

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

WHEREAS, this action does not constitute a "Project" under the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines section 15378(b)(5), as it is an administrative activity of the government that does not result in any change in the environment.

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

1. In accordance with the provisions of Title 4, Division 3, Chapter 10, section 38791 and Title 3, Division 2, Chapter 8, section 25831 of the Government Code of the State of California, and section 8.24.090 of Chapter 8.24 of the El Cajon Municipal Code, the report and account of delinquent refuse collection service fees and charges (Exhibit "A") considered at the hearing held on May 12, 2026, on file in the office of the City Clerk, is approved, and the unpaid amounts designated in said report and account shall be a charged to the owners of the properties on the next regular tax bill, and shall be liens upon the properties involved.

2. The sums herein assessed remaining unpaid after thirty (30) days from the date of this Resolution shall bear interest at the rate of seven percent (7%) per annum, as set forth in section 8.24.100 of Chapter 8.24 of the El Cajon Municipal Code.

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

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

5. The City Clerk is hereby directed to record one or more certified copies of this Resolution, which shall collectively include all of Exhibit "A," in the office of the County

Recorder of San Diego County.

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

7. This action is exempt from CEQA pursuant to State CEQA Guidelines section 15378(b)(5), as it is an administrative activity of the government that does not result in any change in the environment.

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

City Council
Agenda Report
Agenda Item 10.

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Jennifer Lyon, City Attorney

SUBJECT: Public Hearing to Consider Approval of Resolution to Amend the Schedule of Miscellaneous Fees

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RECOMMENDATION:

That the City Council:

1. Opens the Public Hearing and receives testimony;
2. Closes the Public Hearing; and
3. Adopts the next Resolution, in order, to modify certain existing fees, add and delete certain fees, and amend the City's Schedule of Miscellaneous Fees.

BACKGROUND:

The City's Schedule of Miscellaneous Fees (the "Fee Schedule") is a compilation of fees for City services provided to members of the public. These services are requested by members of the public and confer a special benefit to only that member of the public. City of El Cajon (the "City") staff annually reviews existing fees and charges and, if needed, proposes changes to the City's Fee Schedule of Miscellaneous Fees (the "Fee Schedule") based on the reasonable anticipation of actual costs to provide City services. Although the City attempts to recover the costs to provide such services, the City does not receive full cost recovery. The current Fee Schedule was most recently amended by Resolution No. 056-25 on June 10, 2025.

CURRENT CONSIDERATION:

The following generally describes changes in fees recommended by the departments of the City Clerk; Development Services, including the divisions of Building Safety, Planning, and Engineering Services; Finance; Fire; and Parks and Recreation.

City Clerk is recommending increasing the Public Hearing (including Appeals) and Non-public Hearing fees in alignment with Development Services – Planning recommendations to ensure consistency and cost recovery for the services provided.

Development Services is proposing the following changes to the City's Fee Schedule for these divisions:

1. Building Safety – Updated Building valuations are proposed to be consistent with the current 2025 valuation multipliers of the International Code Council, San Diego Chapter
2. Planning – Proposed adjustments to the planning entitlement application fees are based on the staff cost to process the requests, and, in many cases, entitlement application fees are significantly less than the actual costs. However, where appropriate, applicable, and reasonable, application fees are increased, but only incrementally. This

year, Planning is recommending fee increases of no more than 5% for planning entitlements where full cost recovery is currently not achieved

3. Engineering Services –
    a. On April 11, 2025, City Council approved the gradual increase of Level 1 Encroachment Permit fee by an estimated $60 per year over three (3) years, beginning in FY25-26. Engineering Services recommends increasing the Level 1 fee from $195 to $255 for FY26-27, ensuring the department's ability to sustain the provision of timely services while maintaining financial stability.
    b. Engineering Services is recommending fee increases of no more than 5% for traffic engineering to recover the reasonable costs to provide the service.

Finance has requested the following changes:

1. Addition of a Business License Processing Fee to help recover some of the City's reasonable costs associated with administering the Business License Program. These costs include application review, license issuance and renewals, customer service, compliance verification, data management, software and payment processing expenses, and related administrative overhead;
2. Addition of a Duplicate License Fee, in accordance with El Cajon Municipal Code 5.04.200; and
3. Addition of a Business License Amendment Fee, in accordance with El Cajon Municipal Code 5.04.190.

Fire Department has requested the following changes:

1. Increasing fees in section "Emergency Medical Services (EMS)" by 5% as requested by American Medical Response ("AMR"), the City's contract service provider, for the costs to provide the service based on the following: "AMR has experienced sustained increases in the cost of medical supplies, fleet and fuel, insurance, and labor—while reimbursement rates from both private and government payors have remained largely unchanged. These financial pressures now necessitate a measured adjustment to ensure continued operational stability and uninterrupted, high-quality service to the community."

Parks and Recreation has requested the following changes:

1. Recreation Center / Park / Field Fee Schedule - Modifications to the cost per hour for the Center/Park Basic User Fees for consistency between similar facility offerings (skatepark, soccer court, and pickleball courts), decrease of the unit basis for the Special Use Fees Commercial Uses (Class 5), deletion of fees for services no longer offered, deletion of senior and teen discount for Open Play Gym Fees;
2. Leasable Parks Spaces Fee Schedule - Name changes to Basic User Fees to improve clarity between small, medium, and large events, addition of a Private Parties fee for consistency throughout small and medium events, elimination of series option for Musical Presentations (replaced with per event unit basis); decrease of the unit basis for the Special Use Fees - Commercial Uses;
3. Prescott Promenade Fee Schedule – Increases to fees and name changes for Basic User Fees to improve clarity between small, medium, and large events, addition of fee for Large Event Private Parties, addition of unit basis and fee for Multi-Day Events, language cleanup; and
4. Deletion of Community Services fees for No Trespass / Lodging signs to be purchased by the public, as service is no longer offered.

Methodology : As required by Article XIII C of the California Constitution and California law, cities can only charge rates or fees that are equal to or less than the reasonably anticipated costs of providing the service, conferring a benefit, granting a privilege, performing regulatory duties, enforcing laws, or as a condition of property development. All such user fees are charged for services that the City provides to the specified users. In calculating the revised fees, except in those cases where (1) the fee is changed due to the terms of a contract with a third party for the provision of services, (2) the changes in the fee are the result of new federal or state requirements, or (3) the fee is being charged for entrance to or use of government property or imposing fines or penalties, the changes are based on the amount of time spent by each personnel classification to accomplish the activity for which the fee applies multiplied by the fully burdened hourly rate for the classification and such fees do not exceed the reasonable cost of providing the service.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The proposed changes to the City's Schedule of Miscellaneous Fees are not subject to the requirements of California Environmental Quality Act ("CEQA") pursuant to section 15273(a), Rates, Tolls, Fares, and Charges, of the State CEQA Guidelines, which states that "CEQA does not apply to the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, and other charges by public agencies which the public agency finds are for the purpose of meeting operating expenses, including employee wage rates and fringe benefits."

FISCAL IMPACT:

Adoption of the proposed Schedule of Miscellaneous Fees would modestly increase revenue and have a net result in approaching full cost recovery.

Prepared By: Randi Baldwin, Executive Assistant to the City Attorney
Reviewed By: Jennifer Lyon, City Attorney
Approved By: Graham Mitchell, City Manager

Attachments

Resolution
Redlines - Schedule of Misc. Fees

RESOLUTION NO. -26

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CAJON AMENDING THE CITY'S SCHEDULE OF MISCELLANEOUS FEES PERTAINING TO FEES CHARGED FOR CITY SERVICES

WHEREAS, at the City Council meeting on May 12, 2026, staff recommended to the City Council that in an effort to achieve recovery of staff costs, it is necessary to add, update and revise some of the fees charged by the City of El Cajon to provide City services without adversely impacting the City's general fund; and

WHEREAS, current fees charged for City services do not adequately recoup the City's costs of providing certain services and thus in order to recover these costs, it is necessary to establish new fees and modify current fees by amending the Schedule of Miscellaneous Fees; and

WHEREAS, as required by Article XIII C of the California Constitution and California law, cities can only charge rates or fees that are equal to or less than the reasonably anticipated costs of providing the service, conferring a benefit, granting a privilege, performing regulatory duties, enforcing laws, or as a condition of property development; and

WHEREAS, all such user fees are charged for services that the City provides to the specified users. In calculating the revised fees, except in those cases where (1) the fee is changed due to the terms of a contract with a third party for the provision of services, (2) the changes in the fee are the result of new federal or state requirements, or (3) the fee is being charged for entrance to or use of government property or imposing fines or penalties, the changes are based on the amount of time spent by each personnel classification to accomplish the activity for which the fee applies multiplied by the fully burdened hourly rate for the classification and such fees do not exceed the reasonable cost of providing the service; and

WHEREAS, following a properly noticed public hearing at the City Council meeting on May 12, 2026 at which oral and written testimony was received and considered, the City Council has determined that it is in the best interest of the City to adjust the Schedule of Miscellaneous Fees.

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

1. The above recitals are true and correct and are included herein as findings.

2. The El Cajon City Council hereby approves adjustment of fees for City services pursuant to the Schedule of Miscellaneous Fees attached hereto as Exhibit "A" and made a part hereof by this reference.

3. The Schedule of Miscellaneous Fees, as initially established by Resolution

No. 71-93 and amended thereafter is hereby amended to include said fee adjustments as shown in Exhibit "A". Except as otherwise provided herein, any fees described on the Schedule of Miscellaneous Fees in conflict with the fees established or increased by this Resolution and the Schedule attached as Exhibit "A" shall be void and of no force and effect.

4. The City Manager or designee is authorized to carry out all actions necessary to implement and collect the fees under the Schedule of Miscellaneous Fees.

5. This Resolution shall take effect immediately upon its adoption, and the fee changes will take effect on July 13, 2026.

SCHEDULE OF MISCELLANEOUS FEES

Effective 07/13/26

(Amended by Resolution No. -26)

Department	Fee Description	Current Fee/Unit Basis
APPEALS / PUBLIC HEARINGS		
City Council	Public Hearing (including Appeals)	$1,260.00
	Non-public Hearing	$430.00
Planning Commission	Public Hearing	$1,260.00
	Non-public Hearing	$430.00
	Public Hearing Continuance by Applicant	$85.00
	Public Hearing item that is referred to Planning Commission/City Council for new Public Hearing	Varies (actual costs of legal advertising and notifying property owners)
	Deed-Restricted Affordable Housing Program Initiation Fee	Actual Cost, with $5,000 deposit required for non-public hearing, and $10,000.00 deposit required for public hearing
	Hearing for Tentative Subdivision and Parcel Maps Extension of Time (includes Notice of Public Hearing cost)	$1,050.00
	Public Hearing for Street or Public Service Easement Vacation	$1,900.00
	TEFRA Public Hearing Fee	$744.00
CITY CLERK		
	Attestation fee	$10.00
	Certification of documents	$10.00
	Conformed copy of Recorded Document	County Recorder fee
	Copies (Standard size paper)	$.25 per page
	Copies of FPPC filings	$.25 per page
	DVD / CD / USB flash drive (copies of hearings, etc.)	$20.00
	Municipal Code (hard copy)	Actual cost charged by General Code
	Municipal Code supplements	$.25 per page; no charge for electronic copies
	City Council Non-public Hearing	$430.00
	City Council Public Hearing (including appeals)	$1260.00
	Public Hearing Continuance by Applicant	$85.00
	Recording fee	$15.00 + County Recorder fees
	Public hearing item that is referred to Planning Commission/City Council for new public hearing	Varies (actual costs of legal advertising and notifying property owners)
	Records Requests:	
	Public Records Requests	$.25 per page for paper copies only; no charge for electronic copies
	Individual photographs (if available)	Actual cost

Department	**Fee Description**	**Current Fee/Unit Basis**
	Subpoenas:	
	Civil Subpoena – Business Records	$15.00
	Civil Subpoena – Employee Witness Fee	$275.00 – All employees (per day)
DEVELOPMENT SERVICES		
Building Safety		
	Copies:	
	Building permits	$2.00 first page
	Additional pages	$1.00 each additional page
	Blueprint copies	$2.00 setup
	Per page	$5.00 each page
	Archive fee	
	Permit documents	$4.00 (base fee)
	Plans	$4.00 (base fee)
	Up to 8 ½ "x 14"	$.50/sheet
	Over 8 ½ " x 14"	$2.00/sheet
	CD copy of Plans or Permits	$16.00
	Housing Permit Fee:	
	25 unit or fewer	$6.00/unit
	26 – 50 units	$5.75/unit
	51 – 99 units	$5.50/unit
	100 – 199 units	$5.25/unit
	200 or more units	$5.00/unit
	Unsafe, substandard administrative fee to initiate proceeding	$615.00
	Solicit bids to clear	$1,690.00
	Building Permit Fees:	
	Issuance fee for all permits	$45.00
	Intake fee for paper plan submittal	$45.00
	Self-certification fee for minor permits (SolarAPP+, water heaters, reroofs, and air conditioning units)	$130.00
	Valuation (based on the amended and adjusted 2025 Valuation Schedule as approved by the San Diego Chapter of ICC):	
	$1.00 to $500.00	$27.09
	$501.00 to $2,000.00	$27.09 for first $500.00 + $3.61 each add’l $100.00 or fraction thereof to & including $2,000.00
	$2,001.00 to $25,000.00	$81.27 for first $2,000.00 + $16.25 each add’l $1,000.00 or fraction thereof to & including $25,000.00

Department	Fee Description		Current Fee/Unit Basis
	$25,001.00 to $50,000.00		$455.11 for first $25,000.00 + $11.74 each add'l $1,000.00 or fraction thereof to & including $50,000.00
	$50,001.00 to $100,000.00		$748.59 for first $50,000.00 + $8.13 each add'l $1,000.00 or fraction thereof to & including $100,000.00
	$100,001.00 to $500,000.00		$1,154.94 for first $100,000.00 + $6.32 each add'l $1,000.00 or fraction thereof to & including $500,000.00
	$500,001.00 to $1,000,000.00		$3,683.34 for first $500,000.00 + $5.42 each add'l $1,000.00 or fraction thereof to & including $1,000,000.00
	$1,000,000.00 and up		$6,392.34 for first $1,000,000.00 + $3.61 each add'l $1,000.00 or fraction thereof
	Plan Check Fee:		
	65% of Building Permit Fee		
	Technology Maintenance Fee		$25.00 surcharge on each permit processed
	Allocated Fees:		
	Building Permit General Plan		$135.00/building permit
	Maintenance Fee Surcharge		
	Building Permit Code Enforcement Surcharge		
	Valuation	Base Fee Amount	Add'l Charge Per Unit
	Up to $500	$11.65	None
	$501 to $2,000	$11.65	$1.55 per unit of 1,000
	$2,001 to $25,000	$34.95	$6.99 per unit of 1,000
	$25,001 to $50,000	$195.70	$5.05 per unit of 1,000
	$50,001 to $100,000	$321.89	$3.50 per unit of 1,000
	$100,001 to $468,000	$496.62	$2.72 per unit of 1,000
	Over $468,000	$1,500.00	
	Planning Division Plan Check:		
	Residential Addition / Remodel / Accessory Structure / Patio		$60.00
	Miscellaneous – Pool / Spa / PV / Retaining Walls / Freestanding Fence and Wall / EV Charging Station / Trash Enclosure / State Exempt ADU and JADU		$60.00
	New single-family; ADU; duplex; or minor multi-family addition (less than 500 square feet)		$110.00
	Commercial TI or Minor Commercial Addition (less than 500 sq. ft.)		$110.00
	Major Commercial Addition or New Commercial Building		$220.00
	Major Multi-family addition or New Multi-Family Building or Subdivision		$330.00
	Planning Re-Inspection (after two failed final inspections)		$110.00 each inspection

Department	Fee Description	Current Fee/Unit Basis
	Phased Final Inspection	$110.00 each inspection
	Electrical Fees:	
	Issuance Fee	$45.00
	Electrical devices (switches, lights, outlets, etc.)	$0.10 per square foot
	Swimming Pool Electrical	$70.00
	Temporary Power	$33.00
	Miscellaneous Circuit	$26.00
	Lighting Fixtures up to 20	$2.00
	Lighting Fixtures over 20	$1.00
	Switches, Outlets, Light Outlets up to 20	$2.00
	Fixed Appliances	$7.00
	Sign Electrical – 1st circuit	$34.00
	Additional Sign Circuit	$7.00
	Meter Upgrade / Services to 200 Amp	$43.00
	Meter Upgrade / Services 200 to 1000 Amp	$88.00
	Meter Upgrade / Services over 1000 Amp	$176.00
	Generators, Transformers, etc.	As per services of same amperage rating
	PV Systems 1.5 hours P.C. & 1.5 hours inspection time per 10,000 kilowatt or portion thereof	
	PV System (up to 50 modules)	$250.00
	PV System (51 to 100 modules)	$360.00
	PV System (each block of 100, or portion thereof, over 100)	$135.00
	Energy Storage System (battery) with PV	$115.00
	Energy Storage System (battery) without PV	$230.00
	Commercial Charging Stations (up to 5)	$230.00
	Commercial Charging Stations (6 and over)	$430.00
	Plumbing Fees:	
	Issuance Fee	$45.00
	Fixture, Rainwater System	$17.00
	Building Sewer	$36.00
	Water Heater	$17.00
	Gas Piping to Five Outlets	$12.00
	Gas Piping Each Additional Outlet	$2.00
	Grease / Oil Interceptor	$36.00
	Water Pipe / Fill Line	$17.00
	Drains / Vents / Sewer Cap	$17.00
	Lawn Sprinkler System	$17.00
	Vacuum Breaker	$12.00
	Backflow Prevention Device	$17.00

Department	Fee Description	Current Fee/Unit Basis
	Mechanical Fees:	
	Issuance Fee	$45.00
	FAU to 100,000 BTU	$21.00
	FAU over 100,000 BTU	$26.00
	Wall Heater / Prefab / Ventless Fireplace	$21.00
	Residential Air Conditioner / Mini-Split / Heat Pump	$39.00
	Commercial RTU's / Heat Pump / Package Units BTU's	$52.00
	Mechanical Gas System / Medical	$13.00
	New / Alter Duct	$16.00
	Commercial Hood Type I or II	$52.00
	Boiler / Chiller	$52.00
	Make-up Air System	$52.00
	Radiant Heater	$26.00
	Cooling Tower	$26.00
	Residential Kitchen / Bath Exhaust Fans	$16.00
	Coil / Miscellaneous Mechanical	$16.00
	Variable Air Volume	$22.00
	Evaporative Cooler	$16.00
	Air Handling Unit	$21.00
	Ventilation Fan (Single Duct) / Clothes Dryer	$10.00
	Fire / Building Permit Fee Schedule – see fees listed under Fire	
	Building Safety Additional Fees:	
	Expedited Plan Check Fee – when available, expedited plan check fee will be charged at the rate of the normal plan fee plus 50% to cover cost of overtime.	
	Condominium Conversion Fee	$181.00/1st unit $90.00/additional units
	Building Demolition Permit Fee	Based on Valuation
	Building Permit Extension / Change of Contractor	$179.00
	Inspections outside of normal business hours:	
	If extension of workday	Minimum 1 hour at 1.5 times fully burdened hourly rate
	If not extension of workday, or on weekend	Minimum 4 hours at 1.5 times fully burdened hourly rate
	Re-inspection fees (normal business hours)	Minimum 1 hour at fully burdened hourly rate
	Request for Alternate Methods and Material	Minimum 1 hour at fully burdened hourly rate
	Temporary Certificate of Occupancy	$179.00
	Pool Demolition	$142.00
	Plan Retrieval	$179.00
	Heartland Fire and Rescue Permit/Plan Review Processing Services	$45.00
	State Energy Regulations Plan Check fee	10% of plan check fee
	State Accessibility Plan Check fee	10% of plan check fee

Department	Fee Description	Current Fee/Unit Basis
	State Cal Green Plan Check fee	10% of plan check fee
	Additional plan review at 4th submittal or revisions	Minimum 1 hour at fully burdened rate
	General Business Fire Inspection	$30.00
	Mobile Home Permits:	
	Per lot (regardless of number in each park)	State Fee: $7.00
DEVELOPMENT SERVICES		
Housing	Annual Participating Lender Fee	$100.00
	Deed-Restricted Affordable Housing Program Initiation Fee	Actual Cost, with $5,000 deposit required for non-public hearing; $10,000.00 deposit required for public hearing
	Deed-Restricted Affordable Housing Annual Monitoring Fee	$100.00 per unit
	Participating Lender Fee	$250.00
	Reconveyance Fee	$45.00
	Subordination Fee	$200.00
	Subordination Fee Re-Check	$50.00
	TEFRA Public Hearing Fee	$744.00
DEVELOPMENT SERVICES		
Planning		
	Archive Fee:	
	Entitlement Permit Plans	$4.00 Setup fee
	Up to 8½" x 14"	$.50/sheet
	Over 8½" x 14"	$2.00/sheet
	Copies:	
	General Plan	
	Text	$10.00
	Map	$15.00
	Zoning Map	$15.00
	Zoning Ordinance (copy on CD)	$10.00
	Zoning Ordinance (hard copy)	$25.00
	Standard photocopies	$.25 per page
	Administrative Zoning Permit	$435.00 (Disabled person license / placard holders applying for shade structures are exempt)
	Adult Entertainment	$4,000.00
	Agreement Not to Convey Condominium Conversions	$1,680.00
	Amending Zoning Code	2,770.00
	Annexation	$2,120.00 per acre
	Annual Alcohol Sales Regulatory Fee (Resolution 98-13)	$0.00

Department	Fee Description	Current Fee/Unit Basis
	Appeal to Planning Commission (non-public hearing)	$430.00
	Appeal to City Council (public hearing)	$1,260.00
	Certificate of Compliance	$1,345.00
	Certificate of Modification	$1,500.00
	Conditional Use Permit (CUP)	$5,525.00
	Conditional Use Permit (Minor)	$2,625.00
	Development Agreement	$Cost ($10,000.00 deposit required)
	Director's Determination	$175.00
	Environmental Impact Report (EIR)	$Cost ($10,000.00 deposit required)
	Extension of Time	$550.00
	Fish and Game Impact Fee	$95.00 + pass-thru costs
	General Plan Amendment (GPA)	$3,680.00
	Historic Resource Designation	$1,430.00
	Landscape Documentation Package Review	$500.00
	Lot Line Adjustment	$1,550.00
	Minor Amendment	$1,325.00
	Minor Use Permit	$1,525.00
	Mitigated Negative Declaration / Initial Study	$6,000.00 + $263.00 for each required report (up to two reviews)
	Negative Declaration / Initial Study	$6,000.00 + $263.00 for each required report (up to two reviews)
	Notice of Determination	$145.00 + pass-thru costs
	Partial Release of Lien (duplicate)	$34.00 + County Recorder fees
	Planned Residential Development (PRD)	$7,100.00
	Planned Unit Development (PUD)	$7,100.00
	Public Hearing Continuance (by applicant)	$85.00
	Public Hearing item that is referred to the Planning Commission/City Council	Varies (actual costs of legal advertising and notifying property owners)
	Re-inspection Fee	Fully burdened hourly rate
	Sign Application	
	Director	$543.00
	Planning Commission	$1,600.00
	Staff	$115.00
	Site Development Plan (SDP)	$4,095.00
	Specific Plan (SP)	$7,090.00
	Substantial Conformance Review	$425.00
	Temporary Use Permit (TUP)	$195.00
	Temporary Use Permit (TUP) Expedited	$254.00
	Tentative Parcel Map (TPM)	$3,900.00 + $26.00/lot
	Tentative Subdivision Map (TSM)	$7,130.00 + $74.00/lot
	Temporary Subdivision Sign Application	$53.00 application fee + $105.00 refundable deposit / sign
	Tobacco License Fee	$709.00
	Vacant Property Registration and Monitoring	$1,500.00

Department	Fee Description	Current Fee/Unit Basis
	Vacant Property Re-registration and Monitoring	$970.00
	Variance	$1,365.00
	Zoning Letter	$150.00
	Zoning Reclassification (ZR) (including pre-zoning)	$4,335.00
DEVELOPMENT SERVICES		
Engineering Services		
	1911 Act Petition (up to 5 parcels)	$1,600.00
	1911 Act Petition (each additional parcel)	$95.00
	BMP Facility Maintenance Agreement	$620.00
	Building Permit Review – Estimated Value < $80,000.00:	
	Single Family Residential	$870.00
	Multi-Family, Commercial or Industrial	$1,280.00
	Subdivision Master Building Permit	$1,280.00
	Minor Building Review; Addition of 400 square feet; or Added Plumbing Fixtures	$350.00
	Building Permit Review – Estimated Value > $80,000.00:	
	Single Family Residential	$870.00
	Multi-Family, Commercial or Industrial	$1,280.00
	Subdivision Master Building Permit	$1,280.00
	Minor Building Review; Addition of 400 square feet; or Added Plumbing Fixtures	$320.00
	Building Permit Review – Storm Water Fees	
	Single Family Residential	$240.00
	Multi-Family or Commercial	$660.00
	Subdivision Master Building Permit	$660.00
	Inspection Fees	$90.00
	Certificate of Correction for Subdivision Maps	$750.00
	Condo Conversions CC&Rs and/or SW Mtce/Ops Plan Review	$350.00
	Condo Conversions Storm Water Site Plan and/or BMP Facilities Agreements Review	$350.00
	Copies	
	Maps and Plans	$5.00/sheet
	Documents	$.25 per page
	Deed / Easement Prep / Quitclaim / LLA Deed Review	$1,200.00
	Drainage Study Review	$1,890.00
	Dumpster Permit	$128.00
	Encroachment Permit	
	Level One	$255.00
	Level Two	$450.00

Department	Fee Description	Current Fee/Unit Basis
	Level Three	$815.00
	Encroachment (Plan Review Inspection – per hour)	$100.00
	Erosion/Sediment Control Plans >200 sq. ft. (Remodels, Pools, Additions, Walls)	$110.00
	Erosion/Sediment Control Plan Review when Grading/Drainage Plan is not required	$600.00
	Erosion/Sediment Control Plan Review when Grading/Drainage Plan is required	$875.00
	Erosion/Sediment Control (per Inspection)	$90.00
	Erosion/Sediment Control Site Inspection for NPDES Compliance (includes 1-10 inspections)	$500.00 + 0.5%
	Extension of Time for Tentative Subdivision and Parcel Maps No Hearing	$425.00
	Extension of Time for Tentative Subdivision and Parcel Maps Hearing (includes Notice of Public Hearing cost)	$1,200.00
	Final Parcel Map Check (up to four (4) lots)	$5,530.00
	Final Subdivision Map Check (1st five (5) lots)	$7,325.00
	Final Subdivision Map Check (each additional lot)	$200.00
	GIS Fees	Actual cost of employees' time
	Grading/Drainage Plan Review (including precise grading plans for new structures)	5% of 1st $50,000 of estimated site improvement costs + 3% of costs between $50,000 and $100,000, 2% of costs between $100,000 and $250,000, 1% of costs above $250,000 (minimum of $1,000)
	Grading/Drainage Construction Inspection: with Erosion Control Site Inspection	3.5% of the estimated cost of construction with a minimum of $500 + (Erosion Control Site Inspection $500 + 0.5% of estimated cost of construction)
	Hold Harmless Agreement (HHA) preparation	$900.00
	Hydrology Study Limited	$350.00
	Improvement Construction Inspection	3.5% of the estimated cost of construction (minimum $500.00) (Soil Testing not included)
	Improvement Plan Check (including improvement plans for private sewer mains	6.5% of 1st $50,000 of estimated site improvement costs, 4% of costs between $50,000 and $100,000, 1.5% of costs between $100,000 and $250,000, and 1% of costs >$250,000, with a $1,000 minimum; 1% of estimate for each review after three (3)
	Inspection of restaurant Annual inspection required	$130.00
	Inspection of Small or Medium High <100,000 sq. ft. Priority Commercial/Industrial Facilities Annual Inspection Required	$280.00
	Inspection of Large >100,000 sq. ft. Priority Commercial/Industrial Facilities Annual Inspection Required	$500.00
	Lien Contract Preparation	$900.00

Department	Fee Description	Current Fee/Unit Basis
	Lien Contract Release	$30.00
	Outdoor Dining or Sidewalk Vending Permit – Annual Fee	$340.00
	Oversize/Overload Permit (max as permitted by State)	
	Single fee	Set by State – currently $16.00
	Annual fee	Set by State – currently $90.00
	PRD – Engineering Fees	$900.00
	PRD – Storm Water Fees	$900.00
	Public Service Sign (Installation)	$620.00
	Public Service Sign (Replacement)	$360.00
	Reversion to Acreage	$3,900.00
	Restaurant FOG Building Permit Fee	$225.00
	Sewer Lateral Video Review	$200.00
	Special Event – Prepare Traffic Plan (Major)	$1,470.00
	Special Event – Prepare Traffic Plan (Minor)	$520.00
	Special Event – Traffic Control (per hour per crew)	$504.00
	Special Event – Traffic Plan Review	$414.00
	Street Light Inspection per Light (Amount includes est. $90.00 energizing fee from SDG&E)	$525.00
	Street or Public Service Easement Vacation	
	(with Public Hearing)	$1,900.00
	(without Public Hearing)	$700.00
	Standard Urban Storm Water Mitigation Plan (SUSMP) Project Plan Review (required if High Priority Project) (three (3) Plan Checks (min)	$6,000.00
	SUSMP Conceptual Project Plan Review	$2,025.00
	SUSMP Priority Development Project (PDP) Storm Water Mitigation Plan (SWMitP) Review	$3,000.00
	Additional Plan Check	$160.00 each
	SUSMP BMP Inspection	
	1-3 Features	$270.00
	>3 Features	$360.00
	SWPPP Review (>1 acre)	$1,100.00
	Subdivision Agreement Preparation	$1,750.00
	Traffic Control Plan Review	$315.00
	Traffic Impact Study Review	$1,050.00
	Trash Enclosure Building Permit Review	$140.00
	Utility Permit Fee	
	Utility Permit - Level One	$500.00
	Utility Permit - Level Two	$850.00
	Utility Permit - Level Three	$1,200.00 + additional inspection hours

Department	Fee Description	Current Fee/Unit Basis	
FINANCE			
	Payoff Demand processing fee	$30.00 per statement	
	Returned check fee	$25.00	
	Lien Release processing fee	$13.00 + County Recorder lien release fee	
Business License	Account Amendment fee	$1.00/occurrence	
	Duplicate License fee (hardcopies only)	$1.00/occurrence	
	Processing fee	$18.00/account	
	Special Operations License Application and Investigation fees		
	Alcohol- and tobacco-free public dances	$335.00	
	Ambulances	$335.00	
	Cabarets	$335.00	
	Card rooms	$335.00	
	Closing-out sales	$335.00	
	Escort services	$335.00	
	Fortune-telling and related occupations	$335.00	
	Junkyards	$505.00	
	Massage parlors	$335.00	
	Pawnbrokers	$505.00	
	Penny arcades and other games of skill or amusement	$335.00	
	Poolrooms	$335.00	
	Private patrol services	$335.00	
	Public dances	$335.00	
	Secondhand stores and kiosks	$505.00	
	Sound trucks	$335.00	
	Swap meet operations	$505.00	
	Towing service for city police towing purposes	$335.00	
	Vehicles for hire	$335.00	
FIRE			
	Fire Permit, Plan Review, and Inspection Fee Schedule:		
	Description	Current Fee/Unit Basis	Contracted Services
	A.G. Tank Installation	$202.00	Actual cost +10%
	A.G. Tank Removal	$202.00	Actual cost +10%
	Emergency Responder Radio Communications Systems (ERRCS)	$393.00	Actual cost +10%
	Fire Alarm System <25 devices	$393.00	Actual cost +10%
	Fire Alarm System – 25-75 devices	$433.00	Actual cost +10%
	Fire Alarm System >75 devices	$512.00	Actual cost +10%
	Fire Alarm System – for every additional 25 devices above 75 devices	$125.00	Actual cost +10%

	Fire Sprinkler <25 heads New	$393.00	Actual cost +10%
	Fire Sprinkler – 25-75 heads New	$433.00	Actual cost +10%
	Fire Sprinkler >75 heads New	$512.00	Actual cost +10%
	Fire Sprinkler – for every additional 25 heads above 75 heads New	$125.00	Actual cost +10%
	Fire Sprinkler <25 heads TI	$274.00	Actual cost +10%
	Fire Sprinkler – 25-75 heads TI	$352.00	Actual cost +10%
	Fire Sprinkler >75 heads TI	$430.00	Actual cost +10%
	Fire Sprinkler – for every additional 25 heads above 75 heads TI	$125.00	Actual cost +10%
	Fire Pump	$239.00	Actual cost +10%
	Fire Suppression System (hood)	$202.00	Actual cost +10%
	Fire Suppression System (other)	$202.00	Actual cost +10%
	Miscellaneous Review / Inspection	$152.00	Actual cost +10%
	Standpipe	$239.00	Actual cost +10%
	U.G. Tank Removal	$190.00	Actual cost +10%
	U.G. Tank Installation	$190.00	Actual cost +10%
	U.G. Water Supply / Private Hydrant	$202.00	Actual cost +10%

	Fire Review and Final Fire Clearance of Building and Public Works Permit Applications:				
	Description	Plan Review	Fire Inspection	Total	Contracted Services
	Residential (per address)	$114.00	$114.00	$228.00	Actual cost +10%
	Multi-Family – 3-50 Units	$114.00	$114.00	$228.00	Actual cost +10%
	Multi-Family – 51-100 Units	$165.00	$165.00	$330.00	Actual cost +10%
	Multi-Family – 101-150 Units	$227.00	$227.00	$454.00	Actual cost +10%
	Multi-Family – 151-200 Units	$310.00	$310.00	$620.00	Actual cost +10%
	Multi-Family each additional 50 Units above 200 Units	$114.00	$114.00	$228.00	Actual cost +10%
	TI	$76.00	$76.00	$152.00	Actual cost +10%
	Commercial	$114.00	$114.00	$228.00	Actual cost +10%
	Commercial Solar	$114.00	$114.00	$228.00	Actual cost +10%
	Miscellaneous Review	$76.00	$76.00	$152.00	Actual cost +10%
	Grading	$114.00	$114.00	$228.00	Actual cost +10%

	Permit to Operate under California Fire Code:	
	Description	Fee
	Additive Manufacturing	$146.00
	Aerosol Products	$146.00
	Amusement Buildings	$146.00
	Aviation Facilities	$146.00
	Carnival & Fairs	$146.00
	Cellulose Nitrate Film	$146.00
	Combustible Dust-Producing Operations	$146.00
	Combustible Fibers	$146.00
	Compressed Gases	$146.00
	Covered & Open Mall Buildings	$600.00

	Cryogenic Fluids	$146.00
	Cutting & Welding	$146.00
	Dry Cleaners	$146.00
	Energy Storage Systems	$291.00
	Exhibit & Trade Shows	$146.00
	Explosives	$159.00
	Fire Hydrants & Valves	$146.00
	Fireworks	$159.00
	Flammable & Combustible Liquids	$146.00
	Floor finishing >350 sq. ft. using Class I or II liquids	$146.00
	Fruit & Crop Ripening	$146.00
	Fumigation & Insecticidal Fogging	$146.00
	Hazardous Materials	$291.00
	Hazardous Production Materials (HPM) Facilities	$146.00
	High Piled Storage	$146.00
	Hot Work Operations	$146.00
	Industrial Ovens	$146.00
	Liquefied Petroleum Gas	$146.00
	Liquid or Gas Vehicles or Equipment in Assembly Building	$146.00
	Lithium Batteries	$291.00
	Lumber Yards & Wood Working Plants	$146.00
	Magnesium	$146.00
	Miscellaneous Combustible Storage	$146.00
	Mobile Fueling of Hydrogen-Fueled Vehicles	$146.00
	Motor Fuel-Dispensing Facilities	$146.00
	Open Burning	$146.00
	Open Flames & Candles	$73.00
	Open Flames & Torches	$146.00
	Organic Coatings	$146.00
	Outdoor Assembly Event	$146.00
	Place of Assembly	$146.00
	Plant Extraction Systems	$291.00
	Private Fire Hydrants	$146.00
	Production Facilities	$146.00
	Pyrotechnic Special Effects Material	$159.00
	Pyroxylin Plastics	$146.00
	Refrigeration Equipment	$146.00
	Repair Garages & Motor Fuel-Dispensing Facilities	$146.00
	Rooftop Heliports	$146.00
	Spraying or Dipping	$146.00
	Storage of Scrap Tires & Tire Byproducts	$291.00
	Temp. Membrane Structures, Tents & Canopies	$128.00
	Tire-Rebuilding Plants	$291.00
	Waste Handling	$146.00
	Wood Products	$146.00

	Additional Permits – Production Facilities	$159.00
	Additional Permits – Pyrotechnic & Special Events	$159.00
	Additional Permits – Live Audiences	$159.00
	State Mandated and Required Fire Inspections:	
	Description	Fee
	Apartment, Hotel, Motel Inspections (1-14)	$72.00
	Apartment, Hotel, Motel Inspections (15-50)	$114.00
	Apartment, Hotel, Motel Inspections (51-100)	$165.00
	Apartment, Hotel, Motel Inspections (101-150)	$227.00
	Apartment, Hotel, Motel Inspections (151-200)	$310.00
	Apartment, Hotel, Motel Inspections (201-250)	$350.00
	Apartment, Hotel, Motel Inspections (251-300)	$392.00
	Apartment, Hotel, Motel Inspections (301-350)	$433.00
	Apartment, Hotel, Motel Inspections (351-400)	$475.00
	Apartment, Hotel, Motel Inspections (>400)	$516.00
	Business (General) Fire Inspection Services	$155.00
	Care Facility	$219.00
	Misc. Hourly Inspection Services	$114.00
	Mid-Rise	$291.00
	High-Rise (Over 75 feet)	$291.00
	Institutional Occupancies	$146.00
	Medical / Hospital Inspection	$1,800.00
	Expedited Plan Check Fee:	
	Expedited Plan Check Fee – when available, expedited plan check fee will be charged at the rate of the normal plan fee plus 50% to cover cost of overtime.	
	Weed Abatement:	
	The fee for abatement shall be the actual cost of the abatement, which may include, but is not limited to, city staff abatement (supplies/resources) and/or contractor costs.	
	Fire Re-Inspection Fee:	
	The fee for re-inspection shall be zero cost upon 2nd inspection. Upon the 3rd and each subsequent inspection, the fee shall be $155.00.	
	Plan Review Re-Submittal (3rd and each subsequent time) 50% of original fee	
	Technical Report Review - $212	
	Emergency Responses:	
	False Alarm - Upon 3rd and each subsequent false Fire response at the same address within a 12-month period, as defined in Title 8 Health and Safety Code	$225.00 upon 3rd (plus processing fee, if applicable) $75.00 each subsequent (4th, 5th, etc.) (plus processing fee, if applicable)
	Emergency Medical Services (EMS) (contracted services/contractual fees):	
	Non-Transport:	
	Basic Life Support (BLS) or Advanced Life Support (ALS) Assessment	$846.04

	Transport:	
	Basic Life Support (BLS) Transport	$1,858.66
	Advanced Life Support (ALS) Transport	$3,230.24
	Advanced Life Support (ALS) Transport (Level 2)	$3,592.29
	Transport Mileage	$65.04 per mile
	Other Ancillary Charges	Varies
	Non-Emergent Lift Assist (Congregate Care Facilities)	$565.00
	<u>Processing and Payment Fees</u>:	
	Payment processing fee (online payment fee for Fire Inspection and Permit Fee collection system – Fire Recovery USA or similar	Processing fee set by contract, if applicable
PARKS & RECREATION		
Recreation Center / Park / Field Fee Schedule		
I. Center / Park Basic Use Fees		
All "per hour" fees are charged per hour or fraction thereof.		
The following fee schedule shall in all instances apply to <u>all</u> classifications except Class 1.		
	a. Center Meeting Room	$16.00 per hour, minimum 3 hours. Private Parties: $28.00 per hour, minimum 3 hours.
	b. Center Kitchen	$20.00 per use; must be in conjunction with room rental.
	c. Center Gymnasium	$50.00 per hour, minimum 2 hours. Use must be compatible with normal gymnasium use.
	d. Fletcher Hills Center Backyard	$30.00 per hour, minimum 3 hours.
	e. Fletcher Hills Swimming Pool	$80.00 per hour, minimum 2 hours, plus Extra City Staff Services fee. (See Special Use Fees, Item II(b).) Minimum of two City certified lifeguards on duty at all times.
	f. Kennedy Skatepark	$50.00 per hour, minimum 2 hours, plus Extra City Staff Services fee. (See Special Use Fees, Item II(b).) Minimum of two staff required. Light use an additional $16.00 per hour.
	g. Wells Center Back Lawn	$30.00 per hour, minimum 3 hours.
	h. Wells Park Mini-Pitch Soccer Court	$50.00 per hour, minimum 2 hours, plus Extra City Staff Services fee. (See Special Use Fees, Item II(b).) Minimum of two staff required. Light use is an additional $16.00 per hour.
	i. Wells Park Outdoor Pickleball Courts	$50.00 per hour, per court, minimum 2 hours, plus Extra City Staff Services fee. (See Special Use Fees, Item II(b).)

II. Special Use Fees		
In addition to the basic rental fees as set forth in the fee schedule, additional fees will be charged for the following activities or services regardless of usage classifications.		
	a. Dog shows (AKC sanction or practice, but not to include business meetings where dogs are not present)	$120.00 per event.
	b. Extra City Staff Services (Applies to all Classifications except Class 1)	$30.00 per hour per staff member required, minimum 2 hours.
	c. Commercial Uses (Class 5)	$40.00 per hour, minimum 2 hours.
	d. Cancellation / Damage / Cleaning Deposits Recreation Centers / Parks	$50.00 minimum - $150.00 maximum.
	e. Concession Stand	$125.00 per month.
	f. Complete Party Package (including, but not limited to, food and decorations)	Actual Cost + 20%
	g. Rec Squad	$300.00 for 3 hours
III. Field Basic Use Fees		
Applies to Classes 2, 3, 4 and 5 for fields controlled by the Parks & Recreation Department.		
	a. Field reservation (baseball, softball, football, soccer)	$30.00 per hour, minimum 2 hours.
	Supported Youth League *	$2.00 per hour.
	b. Light Use Fee	$16.00 per hour, minimum 2 hours.
	Supported Youth League*	$14.00 per hour.
	c. Field preparation (dragging, wetting down and marking)	$100.00 per prep.
	d. Ball field bases fee	$30.00 flat fee.
* Supported Youth League, a league having met the criteria established by City Council as qualifying for the Youth League Utility Support Program. Refer to City Council Policy E-8, Youth Sports League Utility Support Program.		
IV. Open Play Gym Fees		
	a. Open Play Annual Card (basketball, volleyball, indoor pickleball)	$25.00 for annual card. $12.00 Teen fee.
	b. Replacement for any Open Play Annual Card	$5.00 for remainder of annual card.
	c. Wells Park Outdoor Pickleball Annual Card	$50.00 for annual card.

Leasable Park Spaces Fee Schedule
(Judson Park / Renette Plaza / Kennedy Park North Lawn / Hillside Upper Park / Wells Park Unlit Field)

All "per hour" fees are charged per hour or fraction thereof.		
I. Basic Use Fees		
	a. Small Event (50 or fewer people)	$100.00 per event. Private Parties: $150.00 per event.
	b. Medium Event (51 – 250 people)	$250.00 per event. Private Parties: $300.00 per event.
	c. Large Event (over 250 people)	$500.00 per event. Private Parties: $600.00 per event.
II. Special Use Fees		

All Special Use Fees are in addition to Basic Use Fees.		
	a. Cancellation / Damage / Cleaning Deposit	$100.00 minimum - $500.00 maximum.
	b. Musical Presentations	$200.00 per event.
	c. Commercial Use	$40.00 per hour minimum 2 hours.
	d. Extra City Staff Services	$30.00 per hour per staff member, minimum 2 hours.
	e. Security Personnel (per security person)	See Current Schedule

Prescott Promenade Fee Schedule

All "per hour" fees are charged per hour or fraction thereof.

I. Basic Use Fees		
	a. Small Event (100 or fewer people)	$150.00 per event. Private Parties: $200.00 per event.
	b. Medium Event (101-500 people)	$400.00 per event. Private Parties: $450.00 per event.
	c. Large Event (over 500 people)	$1,100.00 per event. Private Parties: $1,200.00 per event.
		Multi-Day Events For the same event held on multiple recurring dates within the same calendar year, one (1) basic use event fee shall be charged for the initial event date scheduled. Any additional day shall be charged $125.00 per day. All other applicable fees, permits, and charges shall apply in addition to the basic use fee.
II. Special Use Fees		
All Special Use Fees are in addition to Basic Use Fees.		
	a. Alcohol Use (ABC license, security, and certificate of insurance required)	$30.00 per hour, minimum 3 hours.
	b. Commercial use	$40.00 per hour, minimum 3 hours.
	c. Extra City Staff Services	$30.00 per hour per staff member, minimum 3 hours.
	d. Alley Opening/Closure	$200.00 per day.
	e. Cancellation/Damage/Cleaning Deposit	$100.00 minimum - $500 maximum.
	f. Power Use	$75.00 per day.
	g. Security Personnel (per security person)	See Current Schedule.
	h. Steam Cleaning Deposit *	
	1. Small Event	$250.00 per day.
	2. Medium Event	$850.00 per day.

* Steam Cleaning Deposit – User will be charged or credited per actual invoice.

Ronald Reagan Community Center Fee Schedule

All "per hour" fees are charged per hour or fraction thereof.

I. Basic Use Fees		
	a. Full auditorium; includes two (2) patios (4 hours minimum use)	$125.00 per hour. Private Parties: $150.00 per hour.

	b. East auditorium; includes one (1) patio (2 hours minimum use)	$100.00 per hour. Private Parties: $125.00 per hour.
	c. West auditorium; includes one (1) patio (2 hours minimum use)	$75.00 per hour. Private Parties: $100.00 per hour.
	d. Kitchen	$100.00 use; must be in conjunction with hall rental.
	e. Bridal Suite	$50.00 per use; must be in conjunction with hall rental.
II. Set-up Fees		
All set-up and take-down must be done by Ronald Reagan Community Center staff. Equipment includes P.A. system, podiums, tables and chairs.		
	a. Full auditorium	$100.00
	b. East room	$70.00
	c. West room	$60.00
III. Special Use Fees		
	a. Extra City Staff Services	$30.00 per hour per staff person, minimum 2 hours.
	b. Alcohol use (ABC license may be required)	$30.00 per hour, minimum 3 hours.
	c. Non-Operations Use (holidays, weekends, weekdays before/after hours, etc.)	$60.00 per hour.
	d. Commercial use	$40.00 per hour, minimum 3 hours.
	e. Non-resident fee (Class 4 and 5 users)	$30.00 per hour.
	f. Security personnel (per security person)	See current schedule.
	g. Coffee service	See current schedule.
IV. Special Equipment Use		
	a. Bar	$30.00 each per day.
	b. Piano	$60.00 per day.
	c. Stage/Backdrops (6 ft. x 8 ft. – includes drapes)	$100.00 per day.
	d. Dance floor	$100.00 per day.
	e. Audio Visual / Presentation Equipment	$150.00 per day.
	f. Portable Patio Heaters	$50.00 each per day.
V. Cleaning/Security/Reservation Deposit		
	a. Non-alcohol use	$250.00
	b. Alcohol use	$500.00
Recreation Special Revenue Fund		
The Director of Parks & Recreation is authorized to establish and implement Recreation Activity fees by category at cost recovery rates. The cost recovery rate may be amended as a necessity by City Council action. 2022 recovery rates are as follows:		
I. Recreation Special Revenue Fund Recovery Rate – Fee Classes		75% - Youth Instructional Programs 50% - Youth Sports Leagues 80% - Aquatics 100% - Adult Sports Leagues 90% - Adult Instructional Programs 50% - Senior Instructional Programs
POLICE		
	Audio Reproduction Fee	$45.00

	Body Worn Camera (BWC) Footage Reproduction	$90.00
	Civil Subpoena – Business Records	$15.00
	Civil Subpoena – Employee Witness Fee	$275.00 – PD Employee (per day) $275.00 – Peace Officer (per day)
	Copy of Call for Service (CFS) Report	$1.00
	Copy of Police Report	$10.00
	False Alarm Business License Tax (Upon 3rd and each subsequent false Police or Fire alarm at the same address within a twelve-month period)	$225.00 upon 3rd (plus processing fee, if applicable) $75.00 each subsequent (4th, 5th, etc.) (plus processing fee, if applicable)
	Fingerprint (Live Scan Fee)	$35.00
	Massage License Fee	$300.00
	Parking Citation – online payment	$3.50 processing fee
	Pawnbroker and Secondhand Dealer License Renewal Fee	$640.00
	Private Property Towing Administration Fee	$40.00
	Vehicle Impound Fee: Release of Impounded Vehicles	$150.00
	Vehicle Repossession Fee	$15.00
	VISA/Clearance Letter Fee:	
	Formal Letter	$15.00
	Formal Letter with Notarization	$25.00
	Photograph Reproduction:	
	Administrative Fee Research photo files, obtain clearances, package and mail (photos provided on CD)	$25.00
PUBLIC WORKS		
	Septic Tank Hauler's Discharge Fee	$9.86/100 gallons
	Septic Tank Hauler's After-Hours Discharge Fee (Pre-arranged)	$100.00
	Septic Tank Hauler's Emergency Discharge Fee	$200.00
	Sewer Wet Tap Fee	$900.00

This is a redlined document showing proposed changes to the current adopted Schedule of Miscellaneous Fees.

CITY OF EL CAJON

SCHEDULE OF MISCELLANEOUS FEES

City Council Agenda 05/12/26

(if approved, changes will be effective 07/13/26)

SCHEDULE OF MISCELLANEOUS FEES

Effective 07/13/26

(Amended by Resolution No. -26)

Department	Fee Description	Current Fee/Unit Basis
APPEALS / PUBLIC HEARINGS		
City Council	Public Hearing (including Appeals)	$~~1,200~~1,260.00
	Non-public Hearing	$~~410~~430.00
Planning Commission	Public Hearing	$~~1,200~~1,260.00
	Non-public Hearing	$~~410~~430.00
	Public Hearing Continuance by Applicant	$85.00
	Public Hearing item that is referred to Planning Commission/City Council for new Public Hearing	Varies (actual costs of legal advertising and notifying property owners)
	Deed-Restricted Affordable Housing Program Initiation Fee	Actual Cost, with $5,000 deposit required for non-public hearing, and $10,000.00 deposit required for public hearing
	Hearing for Tentative Subdivision and Parcel Maps Extension of Time (includes Notice of Public Hearing cost)	$1,050.00
	Public Hearing for Street or Public Service Easement Vacation	$1,900.00
	TEFRA Public Hearing Fee	$744.00
CITY CLERK		
	Attestation fee	$10.00
	Certification of documents	$10.00
	Conformed copy of Recorded Document	County Recorder fee
	Copies (Standard size paper)	$.25 per page
	Copies of FPPC filings	$.25 per page
	DVD / CD / USB flash drive (copies of hearings, etc.)	$20.00
	Municipal Code (hard copy)	Actual cost charged by General Code
	Municipal Code supplements	$.25 per page; no charge for electronic copies
	City Council Non-public Hearing	$~~390~~430.00
	City Council Public Hearing (including appeals)	$~~1,150~~1260.00
	Public Hearing Continuance by Applicant	$85.00
	Recording fee	$15.00 + County Recorder fees
	Public hearing item that is referred to Planning Commission/City Council for new public hearing	Varies (actual costs of legal advertising and notifying property owners)
	Records Requests:	
	Public Records Requests	$.25 per page for paper copies only; no charge for electronic copies
	Individual photographs (if available)	Actual cost

Department	Fee Description	Current Fee/Unit Basis
	Subpoenas:	
	Civil Subpoena – Business Records	$15.00
	Civil Subpoena – Employee Witness Fee	$275.00 – All employees (per day)
~~COMMUNITY~~ DEVELOPMENT SERVICES		
Building Safety		
	Copies:	
	Building permits	$2.00 first page
	Additional pages	$1.00 each additional page
	Blueprint copies	$2.00 setup
	Per page	$5.00 each page
	Archive fee	
	Permit documents	$4.00 (base fee)
	Plans	$4.00 (base fee)
	Up to 8 ½ "x 14"	$.50/sheet
	Over 8 ½ " x 14"	$2.00/sheet
	CD copy of Plans or Permits	$16.00
	Housing Permit Fee:	
	25 unit or fewer	$6.00/unit
	26 – 50 units	$5.75/unit
	51 – 99 units	$5.50/unit
	100 – 199 units	$5.25/unit
	200 or more units	$5.00/unit
	Unsafe, substandard administrative fee to initiate proceeding	$615.00
	Solicit bids to clear	$1,690.00
	Building Permit Fees:	
	Issuance fee for all permits	$45.00
	Intake fee for paper plan submittal	$45.00
	Self-certification fee for minor permits (SolarAPP+, water heaters, reroofs, and air conditioning units)	$130.00
	Valuation (based on the amended and adjusted 2025 Valuation Schedule as approved by the San Diego Chapter of ICC):	
	$1.00 to $500.00	$27.09
	$501.00 to $2,000.00	$27.09 for first $500.00 + $3.61 each add'l $100.00 or fraction thereof to & including $2,000.00

Department	Fee Description		Current Fee/Unit Basis
	$2,001.00 to $25,000.00		$81.27 for first $2,000.00 + $16.25 each add'l $1,000.00 or fraction thereof to & including $25,000.00
	$25,001.00 to $50,000.00		$455.11 for first $25,000.00 + $11.74 each add'l $1,000.00 or fraction thereof to & including $50,000.00
	$50,001.00 to $100,000.00		$748.59 for first $50,000.00 + $8.13 each add'l $1,000.00 or fraction thereof to & including $100,000.00
	$100,001.00 to $500,000.00		$1,154.94 for first $100,000.00 + $6.32 each add'l $1,000.00 or fraction thereof to & including $500,000.00
	$500,001.00 to $1,000,000.00		$3,683.34 for first $500,000.00 + $5.42 each add'l $1,000.00 or fraction thereof to & including $1,000,000.00
	$1,000,000.00 and up		$6,392.34 for first $1,000,000.00 + $3.61 each add'l $1,000.00 or fraction thereof
	Plan Check Fee:		
	65% of Building Permit Fee		
	Technology Maintenance Fee		$25.00 surcharge on each permit processed
	Allocated Fees:		
	Building Permit General Plan		$135.00/building permit
	Maintenance Fee Surcharge		
	Building Permit Code Enforcement Surcharge		
	Valuation	Base Fee Amount	Add'l Charge Per Unit
	Up to $500	$11.65	None
	$501 to $2,000	$11.65	$1.55 per unit of 1,000
	$2,001 to $25,000	$34.95	$6.99 per unit of 1,000
	$25,001 to $50,000	$195.70	$5.05 per unit of 1,000
	$50,001 to $100,000	$321.89	$3.50 per unit of 1,000
	$100,001 to $468,000	$496.62	$2.72 per unit of 1,000
	Over $468,000	$1,500.00	
	Planning Division Plan Check:		
	Residential Addition / Remodel / Accessory Structure / Patio		$60.00
	Miscellaneous – Pool / Spa / PV / Retaining Walls / Freestanding Fence and Wall / EV Charging Station / Trash Enclosure / State Exempt ADU and JADU		$60.00
	New single-family; ADU; duplex; or minor multi-family addition (less than 500 square feet)		$110.00
	Commercial TI or Minor Commercial Addition (less than 500 sq. ft.)		$110.00
	Major Commercial Addition or New Commercial Building		$220.00

Department	Fee Description	Current Fee/Unit Basis
	Major Multi-family addition or New Multi-Family Building or Subdivision	$330.00
	Planning Re-Inspection (after two failed final inspections)	$110.00 each inspection
	Phased Final Inspection	$110.00 each inspection
	Electrical Fees:	
	Issuance Fee	$45.00
	Electrical devices (switches, lights, outlets, etc.)	$0.10 per square foot
	Swimming Pool Electrical	$70.00
	Temporary Power	$33.00
	Miscellaneous Circuit	$26.00
	Lighting Fixtures up to 20	$2.00
	Lighting Fixtures over 20	$1.00
	Switches, Outlets, Light Outlets up to 20	$2.00
	Fixed Appliances	$7.00
	Sign Electrical – 1st circuit	$34.00
	Additional Sign Circuit	$7.00
	Meter Upgrade / Services to 200 Amp	$43.00
	Meter Upgrade / Services 200 to 1000 Amp	$88.00
	Meter Upgrade / Services over 1000 Amp	$176.00
	Generators, Transformers, etc.	As per services of same amperage rating
	PV Systems 1.5 hours P.C. & 1.5 hours inspection time per 10,000 kilowatt or portion thereof	
	PV System (up to 50 modules)	$250.00
	PV System (51 to 100 modules)	$360.00
	PV System (each block of 100, or portion thereof, over 100)	$135.00
	Energy Storage System (battery) with PV	$115.00
	Energy Storage System (battery) without PV	$230.00
	Commercial Charging Stations (up to 5)	$230.00
	Commercial Charging Stations (6 and over)	$430.00
	Plumbing Fees:	
	Issuance Fee	$45.00
	Fixture, Rainwater System	$17.00
	Building Sewer	$36.00
	Water Heater	$17.00
	Gas Piping to Five Outlets	$12.00
	Gas Piping Each Additional Outlet	$2.00
	Grease / Oil Interceptor	$36.00
	Water Pipe / Fill Line	$17.00
	Drains / Vents / Sewer Cap	$17.00
	Lawn Sprinkler System	$17.00

Department	Fee Description	Current Fee/Unit Basis
	Vacuum Breaker	$12.00
	Backflow Prevention Device	$17.00
	Mechanical Fees:	
	Issuance Fee	$45.00
	FAU to 100,000 BTU	$21.00
	FAU over 100,000 BTU	$26.00
	Wall Heater / Prefab / Ventless Fireplace	$21.00
	Residential Air Conditioner / Mini-Split / Heat Pump	$39.00
	Commercial RTU's / Heat Pump / Package Units BTU's	$52.00
	Mechanical Gas System / Medical	$13.00
	New / Alter Duct	$16.00
	Commercial Hood Type I or II	$52.00
	Boiler / Chiller	$52.00
	Make-up Air System	$52.00
	Radiant Heater	$26.00
	Cooling Tower	$26.00
	Residential Kitchen / Bath Exhaust Fans	$16.00
	Coil / Miscellaneous Mechanical	$16.00
	Variable Air Volume	$22.00
	Evaporative Cooler	$16.00
	Air Handling Unit	$21.00
	Ventilation Fan (Single Duct) / Clothes Dryer	$10.00
	Fire / Building Permit Fee Schedule – see fees listed under Fire	
	Building Safety Additional Fees:	
	Expedited Plan Check Fee – when available, expedited plan check fee will be charged at the rate of the normal plan fee plus 50% to cover cost of overtime.	
	Condominium Conversion Fee	$181.00/1st unit $90.00/additional units
	Building Demolition Permit Fee	Based on Valuation
	Building Permit Extension / Change of Contractor	$179.00
	Inspections outside of normal business hours:	
	If extension of workday	Minimum 1 hour at 1.5 times fully burdened hourly rate
	If not extension of workday, or on weekend	Minimum 4 hours at 1.5 times fully burdened hourly rate
	Re-inspection fees (normal business hours)	Minimum 1 hour at fully burdened hourly rate
	Request for Alternate Methods and Material	Minimum 1 hour at fully burdened hourly rate
	Temporary Certificate of Occupancy	$179.00
	Pool Demolition	$142.00
	Plan Retrieval	$179.00

Department	Fee Description	Current Fee/Unit Basis
	Heartland Fire and Rescue Permit/Plan Review Processing Services	$45.00
	State Energy Regulations Plan Check fee	10% of plan check fee
	State Accessibility Plan Check fee	10% of plan check fee
	State Cal Green Plan Check fee	10% of plan check fee
	Additional plan review at 4th submittal or revisions	Minimum 1 hour at fully burdened rate
	General Business Fire Inspection	$30.00
	Mobile Home Permits:	
	Per lot (regardless of number in each park)	State Fee: $7.00
~~COMMUNITY~~ **DEVELOPMENT SERVICES**		
Housing	Annual Participating Lender Fee	$100.00
	Deed-Restricted Affordable Housing Program Initiation Fee	Actual Cost, with $5,000 deposit required for non-public hearing; $10,000.00 deposit required for public hearing
	Deed-Restricted Affordable Housing Annual Monitoring Fee	$100.00 per unit
	Participating Lender Fee	$250.00
	Reconveyance Fee	$45.00
	Subordination Fee	$200.00
	Subordination Fee Re-Check	$50.00
	TEFRA Public Hearing Fee	$744.00
~~COMMUNITY~~ **DEVELOPMENT SERVICES**		
Planning		
	Archive Fee:	
	Entitlement Permit Plans	$4.00 Setup fee
	Up to 8½" x 14"	$.50/sheet
	Over 8½" x 14"	$2.00/sheet
	Copies:	
	General Plan	
	Text	$10.00
	Map	$15.00
	Zoning Map	$15.00
	Zoning Ordinance (copy on CD)	$10.00
	Zoning Ordinance (hard copy)	$25.00
	Standard photocopies	$.25 per page
	Administrative Zoning Permit	$~~415~~435.00 (Disabled person license / placard holders applying for shade structures are exempt)

Department	Fee Description	Current Fee/Unit Basis
	Adult Entertainment	$4,000.00
	Agreement Not to Convey Condominium Conversions	$1,680.00
	Amending Zoning Code	2,770.00
	Annexation	$2,120.00 per acre
	Annual Alcohol Sales Regulatory Fee (Resolution 98-13)	$0.00
	Appeal to Planning Commission (non-public hearing)	$~~410~~430.00
	Appeal to City Council (public hearing)	$~~1,200~~1,260.00
	Certificate of Compliance	$1,345.00
	Certificate of Modification	$~~1,430~~1,500.00
	Conditional Use Permit (CUP)	$5,525.00
	Conditional Use Permit (Minor)	$2,625.00
	Development Agreement	$Cost ($10,000.00 deposit required)
	Director's Determination	$~~170~~175.00
	Environmental Impact Report (EIR)	$Cost ($10,000.00 deposit required)
	Extension of Time	$550.00
	Fish and Game Impact Fee	$95.00 + pass-thru costs
	General Plan Amendment (GPA)	$3,680.00
	Historic Resource Designation	$~~1,365~~1,430.00
	Landscape Documentation Package Review	$~~475~~500.00
	Lot Line Adjustment	$1,550.00
	Minor Amendment	$1,325.00
	Minor Use Permit	$1,525.00
	Mitigated Negative Declaration / Initial Study	$6,000.00 + $263.00 for each required report (up to two reviews)
	Negative Declaration / Initial Study	$6,000.00 + $263.00 for each required report (up to two reviews)
	Notice of Determination	$145.00 + pass-thru costs
	Partial Release of Lien (duplicate)	$34.00 + County Recorder fees
	Planned Residential Development (PRD)	$7,100.00
	Planned Unit Development (PUD)	$7,100.00
	Public Hearing Continuance (by applicant)	$85.00
	Public Hearing item that is referred to the Planning Commission/City Council	Varies (actual costs of legal advertising and notifying property owners)
	Re-inspection Fee	Fully burdened hourly rate
	Sign Application	
	Director	$543.00
	Planning Commission	$~~1,525~~1,600.00
	Staff	$115.00
	Site Development Plan (SDP)	$4,095.00
	Specific Plan (SP)	$7,090.00
	Substantial Conformance Review	$425.00
	Temporary Use Permit (TUP)	$195.00
	Temporary Use Permit (TUP) Expedited	$254.00

Department	Fee Description	Current Fee/Unit Basis
	Tentative Parcel Map (TPM)	$3,900.00 + $26.00/lot
	Tentative Subdivision Map (TSM)	$7,130.00 + $74.00/lot
	Temporary Subdivision Sign Application	$53.00 application fee + $105.00 refundable deposit / sign
	Tobacco License Fee	$709.00
	Vacant Property Registration and Monitoring	$1,500.00
	Vacant Property Re-registration and Monitoring	$970.00
	Variance	$~~1,300~~1,365.00
	Zoning Letter	$150.00
	Zoning Reclassification (ZR) (including prezoning)	$4,335.00
~~ENGINEERING~~DEVELOPMENT SERVICES		
Engineering Services		
	1911 Act Petition (up to 5 parcels)	$1,600.00
	1911 Act Petition (each additional parcel)	$95.00
	BMP Facility Maintenance Agreement	$620.00
	Building Permit Review – Estimated Value < $80,000.00:	
	Single Family Residential	$870.00
	Multi-Family, Commercial or Industrial	$1,280.00
	Subdivision Master Building Permit	$1,280.00
	Minor Building Review; Addition of 400 square feet; or Added Plumbing Fixtures	$350.00
	Building Permit Review – Estimated Value > $80,000.00:	
	Single Family Residential	$870.00
	Multi-Family, Commercial or Industrial	$1,280.00
	Subdivision Master Building Permit	$1,280.00
	Minor Building Review; Addition of 400 square feet; or Added Plumbing Fixtures	$320.00
	Building Permit Review – Storm Water Fees	
	Single Family Residential	$240.00
	Multi-Family or Commercial	$660.00
	Subdivision Master Building Permit	$660.00
	Inspection Fees	$90.00
	Certificate of Correction for Subdivision Maps	$750.00
	Condo Conversions CC&Rs and/or SW Mtce/Ops Plan Review	$350.00
	Condo Conversions Storm Water Site Plan and/or BMP Facilities Agreements Review	$350.00
	Copies:	
	Maps and Plans	$5.00/sheet
	Documents	$.25 per page

Department	Fee Description	Current Fee/Unit Basis
	Deed / Easement Prep / Quitclaim / LLA Deed Review	$1,200.00
	Drainage Study Review	$1,890.00
	Dumpster Permit	$128.00
	Encroachment Permit	
	Level One	$~~195~~255.00
	Level Two	$450.00
	Level Three	$815.00
	Encroachment (Plan Review Inspection – per hour)	$100.00
	Erosion/Sediment Control Plans >200 sq. ft. (Remodels, Pools, Additions, Walls)	$110.00
	Erosion/Sediment Control Plan Review when Grading/Drainage Plan is not required	$600.00
	Erosion/Sediment Control Plan Review when Grading/Drainage Plan is required	$875.00
	Erosion/Sediment Control (per Inspection)	$90.00
	Erosion/Sediment Control Site Inspection for NPDES Compliance (includes 1-10 inspections)	$500.00 + 0.5%
	Extension of Time for Tentative Subdivision and Parcel Maps No Hearing	$425.00
	Extension of Time for Tentative Subdivision and Parcel Maps Hearing (includes Notice of Public Hearing cost)	$1,200.00
	Final Parcel Map Check (up to four (4) lots)	$5,530.00
	Final Subdivision Map Check (1st five (5) lots)	$7,325.00
	Final Subdivision Map Check (each additional lot)	$200.00
	GIS Fees	Actual cost of employees' time
	Grading/Drainage Plan Review (including precise grading plans for new structures)	5% of 1st $50,000 of estimated site improvement costs + 3% of costs between $50,000 and $100,000, 2% of costs between $100,000 and $250,000, 1% of costs above $250,000 (minimum of $1,000)
	Grading/Drainage Construction Inspection: with Erosion Control Site Inspection	3.5% of the estimated cost of construction with a minimum of $500 + (Erosion Control Site Inspection $500 + 0.5% of estimated cost of construction)
	Hold Harmless Agreement (HHA) preparation	$900.00
	Hydrology Study Limited	$350.00
	Improvement Construction Inspection	3.5% of the estimated cost of construction (minimum $500.00) (Soil Testing not included)
	Improvement Plan Check (including improvement plans for private sewer mains	6.5% of 1st $50,000 of estimated site improvement costs, 4% of costs between $50,000 and $100,000, 1.5% of costs between $100,000 and $250,000, and 1% of costs >$250,000, with a $1,000 minimum; 1% of estimate for each review after three (3)

Department	Fee Description	Current Fee/Unit Basis
	Inspection of restaurant Annual inspection required	$130.00
	Inspection of Small or Medium High <100,000 sq. ft. Priority Commercial/Industrial Facilities Annual Inspection Required	$280.00
	Inspection of Large >100,000 sq. ft. Priority Commercial/Industrial Facilities Annual Inspection Required	$500.00
	Lien Contract Preparation	$900.00
	Lien Contract Release	$30.00
	Outdoor Dining or Sidewalk Vending Permit – Annual Fee	$340.00
	Oversize/Overload Permit (max as permitted by State)	
	Single fee	Set by State – currently $16.00
	Annual fee	Set by State – currently $90.00
	PRD – Engineering Fees	$900.00
	PRD – Storm Water Fees	$900.00
	Public Service Sign (Installation)	$620.00
	Public Service Sign (Replacement)	$360.00
	Reversion to Acreage	$3,900.00
	Restaurant FOG Building Permit Fee	$225.00
	Sewer Lateral Video Review	$200.00
	Special Event – Prepare Traffic Plan (Major)	$~~1,400~~1,470.00
	Special Event – Prepare Traffic Plan (Minor)	$~~495~~520.00
	Special Event – Traffic Control (per hour per crew)	$~~480~~504.00
	Special Event – Traffic Plan Review	$~~394~~414.00
	Street Light Inspection per Light (Amount includes est. $90.00 energizing fee from SDG&E)	$~~500~~525.00
	Street or Public Service Easement Vacation	
	(with Public Hearing)	$1,900.00
	(without Public Hearing)	$700.00
	Standard Urban Storm Water Mitigation Plan (SUSMP) Project Plan Review (required if High Priority Project) (three (3) Plan Checks (min)	$6,000.00
	SUSMP Conceptual Project Plan Review	$2,025.00
	SUSMP Priority Development Project (PDP) Storm Water Mitigation Plan (SWMitP) Review	$3,000.00
	Additional Plan Check	$160.00 each
	SUSMP BMP Inspection	
	1-3 Features	$270.00
	>3 Features	$360.00
	SWPPP Review (>1 acre)	$1,100.00
	Subdivision Agreement Preparation	$1,750.00
	Traffic Control Plan Review	$~~300~~315.00

Department	Fee Description	Current Fee/Unit Basis
	Traffic Impact Study Review	$~~1,000.00~~$1,050.00
	Trash Enclosure Building Permit Review	$140.00
	Utility Permit Fee	
	Utility Permit - Level One	$500.00
	Utility Permit - Level Two	$850.00
	Utility Permit - Level Three	$1,200.00 + additional inspection hours
FINANCE		
	Payoff Demand processing fee	$30.00 per statement
	Returned check fee	$25.00
	Lien Release processing fee	$13.00 + County Recorder lien release fee
Business License	Account Amendment fee	$1.00/occurrence
	Duplicate License fee (hardcopies only)	$1.00/occurrence
	Processing fee	$18.00/account
	Special Operations License Application and Investigation fees	
	Alcohol- and tobacco-free public dances	$335.00
	Ambulances	$335.00
	Cabarets	$335.00
	Card rooms	$335.00
	Closing-out sales	$335.00
	Escort services	$335.00
	Fortune-telling and related occupations	$335.00
	Junkyards	$505.00
	Massage parlors	$335.00
	Pawnbrokers	$505.00
	Penny arcades and other games of skill or amusement	$335.00
	Poolrooms	$335.00
	Private patrol services	$335.00
	Public dances	$335.00
	Secondhand stores and kiosks	$505.00
	Sound trucks	$335.00
	Swap meet operations	$505.00
	Towing service for city police towing purposes	$335.00
	Vehicles for hire	$335.00
FIRE		

	Fire Permit, Plan Review, and Inspection Fee Schedule:		
	Description	Current Fee/Unit Basis	Contracted Services
	A.G. Tank Installation	$202.00	Actual cost +10%
	A.G. Tank Removal	$202.00	Actual cost +10%

Department	Fee Description		Current Fee/Unit Basis
	Emergency Responder Radio Communications Systems (ERRCS)	$393.00	Actual cost +10%
	Fire Alarm System <25 devices	$393.00	Actual cost +10%
	Fire Alarm System – 25-75 devices	$433.00	Actual cost +10%
	Fire Alarm System >75 devices	$512.00	Actual cost +10%
	Fire Alarm System – for every additional 25 devices above 75 devices	$125.00	Actual cost +10%
	Fire Sprinkler <25 heads New	$393.00	Actual cost +10%
	Fire Sprinkler – 25-75 heads New	$433.00	Actual cost +10%
	Fire Sprinkler >75 heads New	$512.00	Actual cost +10%
	Fire Sprinkler – for every additional 25 heads above 75 heads New	$125.00	Actual cost +10%
	Fire Sprinkler <25 heads TI	$274.00	Actual cost +10%
	Fire Sprinkler – 25-75 heads TI	$352.00	Actual cost +10%
	Fire Sprinkler >75 heads TI	$430.00	Actual cost +10%
	Fire Sprinkler – for every additional 25 heads above 75 heads TI	$125.00	Actual cost +10%
	Fire Pump	$239.00	Actual cost +10%
	Fire Suppression System (hood)	$202.00	Actual cost +10%
	Fire Suppression System (other)	$202.00	Actual cost +10%
	Miscellaneous Review / Inspection	$152.00	Actual cost +10%
	Standpipe	$239.00	Actual cost +10%
	U.G. Tank Removal	$190.00	Actual cost +10%
	U.G. Tank Installation	$190.00	Actual cost +10%
	U.G. Water Supply / Private Hydrant	$202.00	Actual cost +10%

Fire Review and Final Fire Clearance of Building and Public Works Permit Applications:

	Description	Plan Review	Fire Inspection	Total	Contracted Services
	Residential (per address)	$114.00	$114.00	$228.00	Actual cost +10%
	Multi-Family – 3-50 Units	$114.00	$114.00	$228.00	Actual cost +10%
	Multi-Family – 51-100 Units	$165.00	$165.00	$330.00	Actual cost +10%
	Multi-Family – 101-150 Units	$227.00	$227.00	$454.00	Actual cost +10%
	Multi-Family – 151-200 Units	$310.00	$310.00	$620.00	Actual cost +10%
	Multi-Family each additional 50 Units above 200 Units	$114.00	$114.00	$228.00	Actual cost +10%
	TI	$76.00	$76.00	$152.00	Actual cost +10%
	Commercial	$114.00	$114.00	$228.00	Actual cost +10%
	Commercial Solar	$114.00	$114.00	$228.00	Actual cost +10%
	Miscellaneous Review	$76.00	$76.00	$152.00	Actual cost +10%
	Grading	$114.00	$114.00	$228.00	Actual cost +10%

Permit to Operate under California Fire Code:

	Description	Fee
	Additive Manufacturing	$146.00

Department	Fee Description	Current Fee/Unit Basis
	Aerosol Products	$146.00
	Amusement Buildings	$146.00
	Aviation Facilities	$146.00
	Carnival & Fairs	$146.00
	Cellulose Nitrate Film	$146.00
	Combustible Dust-Producing Operations	$146.00
	Combustible Fibers	$146.00
	Compressed Gases	$146.00
	Covered & Open Mall Buildings	$600.00
	Cryogenic Fluids	$146.00
	Cutting & Welding	$146.00
	Dry Cleaners	$146.00
	Energy Storage Systems	$291.00
	Exhibit & Trade Shows	$146.00
	Explosives	$159.00
	Fire Hydrants & Valves	$146.00
	Fireworks	$159.00
	Flammable & Combustible Liquids	$146.00
	Floor finishing >350 sq. ft. using Class I or II liquids	$146.00
	Fruit & Crop Ripening	$146.00
	Fumigation & Insecticidal Fogging	$146.00
	Hazardous Materials	$291.00
	Hazardous Production Materials (HPM) Facilities	$146.00
	High Piled Storage	$146.00
	Hot Work Operations	$146.00
	Industrial Ovens	$146.00
	Liquefied Petroleum Gas	$146.00
	Liquid or Gas Vehicles or Equipment in Assembly Building	$146.00
	Lithium Batteries	$291.00
	Lumber Yards & Wood Working Plants	$146.00
	Magnesium	$146.00
	Miscellaneous Combustible Storage	$146.00
	Mobile Fueling of Hydrogen-Fueled Vehicles	$146.00
	Motor Fuel-Dispensing Facilities	$146.00
	Open Burning	$146.00
	Open Flames & Candles	$73.00
	Open Flames & Torches	$146.00
	Organic Coatings	$146.00
	Outdoor Assembly Event	$146.00
	Place of Assembly	$146.00
	Plant Extraction Systems	$291.00
	Private Fire Hydrants	$146.00
	Production Facilities	$146.00

Department	Fee Description	Current Fee/Unit Basis
	Pyrotechnic Special Effects Material	$159.00
	Pyroxylin Plastics	$146.00
	Refrigeration Equipment	$146.00
	Repair Garages & Motor Fuel-Dispensing Facilities	$146.00
	Rooftop Heliports	$146.00
	Spraying or Dipping	$146.00
	Storage of Scrap Tires & Tire Byproducts	$291.00
	Temp. Membrane Structures, Tents & Canopies	$128.00
	Tire-Rebuilding Plants	$291.00
	Waste Handling	$146.00
	Wood Products	$146.00
	Additional Permits – Production Facilities	$159.00
	Additional Permits – Pyrotechnic & Special Events	$159.00
	Additional Permits – Live Audiences	$159.00
	State Mandated and Required Fire Inspections:	
	Description	Fee
	Apartment, Hotel, Motel Inspections (1-14)	$72.00
	Apartment, Hotel, Motel Inspections (15-50)	$114.00
	Apartment, Hotel, Motel Inspections (51-100)	$165.00
	Apartment, Hotel, Motel Inspections (101-150)	$227.00
	Apartment, Hotel, Motel Inspections (151-200)	$310.00
	Apartment, Hotel, Motel Inspections (201-250)	$350.00
	Apartment, Hotel, Motel Inspections (251-300)	$392.00
	Apartment, Hotel, Motel Inspections (301-350)	$433.00
	Apartment, Hotel, Motel Inspections (351-400)	$475.00
	Apartment, Hotel, Motel Inspections (>400)	$516.00
	Business (General) Fire Inspection Services	$155.00
	Care Facility	$219.00
	Misc. Hourly Inspection Services	$114.00
	Mid-Rise	$291.00
	High-Rise (Over 75 feet)	$291.00
	Institutional Occupancies	$146.00
	Medical / Hospital Inspection	$1,800.00
	Expedited Plan Check Fee:	
	Expedited Plan Check Fee – when available, expedited plan check fee will be charged at the rate of the normal plan fee plus 50% to cover cost of overtime.	
	Weed Abatement:	
	The fee for abatement shall be the actual cost of the abatement, which may include, but is not limited to, city staff abatement (supplies/resources) and/or contractor costs.	
	Fire Re-Inspection Fee:	

Department	Fee Description	Current Fee/Unit Basis
	The fee for re-inspection shall be zero cost upon 2nd inspection. Upon the 3rd and each subsequent inspection, the fee shall be $155.00.	
	Plan Review Re-Submittal (3rd and each subsequent time) 50% of original fee	
	Technical Report Review - $212	
	Emergency Responses:	
	False Alarm - Upon 3rd and each subsequent false Fire response at the same address within a 12-month period, as defined in Title 8 Health and Safety Code	$225.00 upon 3rd (plus processing fee, if applicable) $75.00 each subsequent (4th, 5th, etc.) (plus processing fee, if applicable)
	Emergency Medical Services (EMS) (contracted services/contractual fees):	
	Non-Transport:	
	Basic Life Support (BLS) or Advanced Life Support (ALS) Assessment	$846.04
	Transport:	
	Basic Life Support (BLS) Transport	$1,858.66~~1,770.15~~
	Advanced Life Support (ALS) Transport	$3,230.24~~3,076.42~~
	Advanced Life Support (ALS) Transport (Level 2)	$3,592.29~~3,421.23~~
	Transport Mileage	$65.04~~61.94~~ per mile
	Other Ancillary Charges	Varies
	Non-Emergent Lift Assist (Congregate Care Facilities)	$565.00
	Processing and Payment Fees:	
	Payment processing fee (online payment fee for Fire Inspection and Permit Fee collection system – Fire Recovery USA or similar	Processing fee set by contract, if applicable
PARKS & RECREATION		
Recreation Center / Park / Field Fee Schedule		
I. Center / Park Basic Use Fees		
All "per hour" fees are charged per hour or fraction thereof.		
The following fee schedule shall in all instances apply to all classifications except Class 1.		
	a. Center Meeting Room	$16.00 per hour, minimum 3 hours. Private Parties: $28.00 per hour, minimum 3 hours.
	b. Center Kitchen	$20.00 per use; must be in conjunction with room rental.
	c. Center Gymnasium	$50.00 per hour, minimum 2 hours. Use must be compatible with normal gymnasium use.
	d. Fletcher Hills Center Backyard	$30.00 per hour, minimum 3 hours.

Department	Fee Description	Current Fee/Unit Basis
	e. Fletcher Hills Swimming Pool	$80.00 per hour, minimum 2 hours, plus Extra City Staff Services fee. (See Special Use Fees, Item II(b).) Minimum of two City certified lifeguards on duty at all times.
	f. Kennedy Skatepark	$~~3~~50.00 per hour, minimum 2 hours, plus Extra City Staff Services fee. (See Special Use Fees, Item II(b).) Minimum of two staff required. Light use an additional $16.00 per hour.
	g. Wells Center Back Lawn	$30.00 per hour, minimum 3 hours.
	h. Wells Park Mini-Pitch Soccer Court	$~~8~~50.00 per hour, minimum 2 hours, plus Extra City Staff Services fee. (See Special Use Fees, Item II(b).) Minimum of two staff required. Light use is an additional $16.00 per hour.
	i. Wells Park Outdoor Pickleball Courts	$~~80~~50.00 per hour, per court, minimum 2 hours, plus Extra City Staff Services fee. (See Special Use Fees, Item II(b).)
II. Special Use Fees		
In addition to the basic rental fees as set forth in the fee schedule, additional fees will be charged for the following activities or services regardless of usage classifications.		
	a. Dog shows (AKC sanction or practice, but not to include business meetings where dogs are not present)	$120.00 per event.
	b. Extra City Staff Services (Applies to all Classifications except Class 1)	$30.00 per hour per staff member required, minimum 2 hours.
	c. Commercial Uses (Class 5)	$40.00 per hour, minimum ~~3~~ 2 hours.
	d. Cancellation / Damage / Cleaning Deposits Recreation Centers / Parks	$50.00 minimum - $150.00 maximum.
	e. Concession Stand	$125.00 per month.
	f. Complete Party Package (including, but not limited to, food and decorations)	Actual Cost + 20%
	g. Rec Squad	$300.00 for 3 hours
	~~h. Inflatable to accompany Rec Squad~~	~~$200.00 for 3 hours~~
	~~i. Trackless Train at Wells Park only~~	~~$1,500.00 for 2 hours~~
III. Field Basic Use Fees		
Applies to Classes 2, 3, 4 and 5 for fields controlled by the Parks & Recreation Department.		
	a. Field reservation (baseball, softball, football, soccer)	$30.00 per hour, minimum 2 hours.
	Supported Youth League *	$2.00 per hour.
	b. Light Use Fee	$16.00 per hour, minimum 2 hours.
	Supported Youth League*	$14.00 per hour.
	c. Field preparation (dragging, wetting down and marking)	$100.00 per prep.
	d. Ball field bases fee	$30.00 flat fee.
* Supported Youth League, a league having met the criteria established by City Council as qualifying for the Youth League Utility Support Program. Refer to City Council Policy E-8, Youth Sports League Utility Support Program.		

Department	Fee Description	Current Fee/Unit Basis
IV. Open Play Gym Fees		
	a. Open Play Annual Card (basketball, volleyball, indoor pickleball)	$25.00 for annual card. $12.00 ~~Senior /~~ Teen ~~discount~~ fee.
	b. Replacement for any Open Play Annual Card	$5.00 for remainder of annual card.
	c. Wells Park Outdoor Pickleball Annual Card	$50.00 for annual card. ~~$25.00 Senior / Teen discount fee.~~
Leasable Park Spaces Fee Schedule **(Judson Park / Renette Plaza / Kennedy Park North Lawn / Hillside Upper Park / Wells Park Unlit Field)**		
All "per hour" fees are charged per hour or fraction thereof.		
I. Basic Use Fees		
	a. Small Event (50 or fewer people)	$100.00 per event. Private Parties: $150.00 per event.
	b. ~~Large~~ Medium Event (51 – 250 people)	$250.00 per event. Private Parties: $300.00 per event.
	c. ~~Festivals or Community~~ Large Event~~s~~ (over 250 people)	$500.00 per ~~day~~event. Private Parties: $600.00 per event.
II. Special Use Fees		
All Special Use Fees are in addition to Basic Use Fees.		
	a. Cancellation / Damage / Cleaning Deposit	$100.00 minimum - $500.00 maximum.
	b. Musical Presentations	$200.00 per event.
	~~1. Single event~~	~~$200.00 flat fee.~~
	~~2. Series~~	~~$300.00 per day.~~
	c. Commercial Use	$40.00 per hour minimum ~~3~~ 2 hours.
	d. Extra City Staff Services	$30.00 per hour per staff member, minimum 2 hours.
	e. Security Personnel (per security person)	See Current Schedule
Prescott Promenade Fee Schedule		
All "per hour" fees are charged per hour or fraction thereof.		
I. Basic Use Fees		
	a. Small E~~e~~vent (~~50~~ 100 or fewer people)	$~~125.~~150.00 per event. Private Parties: $200~~175~~.00 per event.
	b. ~~Large~~ Medium ~~event~~ Event (~~51 to 250~~101-500 people)	$~~275~~400.00 per event. Private Parties: $~~325~~450.00 per event.
	c. ~~Festivals or Community~~Large Event~~s~~ (over 500 people)	$1,100.00 per event. Private Parties: $1,200.00 per event.

Department	**Fee Description**	**Current Fee/Unit Basis**
		Multi-Day Events For the same event held on multiple recurring dates within the same calendar year, one (1) basic use event fee shall be charged for the initial event date scheduled. Any additional day shall be charged $125.00 per day. All other applicable fees, permits, and charges shall apply in addition to the basic use fee.
	~~1. Small (251-500 people per day)~~	~~$550.00 per day.~~
	~~2. Large (more than 500 people per day)~~	~~$1,100.00 per day.~~
II. Special Use Fees		
All Special Use Fees are in addition to Basic Use Fees.		
	a. Alcohol Use (ABC license, security, and certificate of insurance required)	$30.00 per hour, minimum 3 hours.
	b. Commercial use	$40.00 per hour, minimum 3 hours.
	c. Extra City Staff Services	$30.00 per hour per staff member, minimum 3 hours.
	d. Alley Opening/Closure	$200.00 per day.
	e. Cancellation/Damage/Cleaning Deposit	$100.00 minimum - $500 maximum.
	f. Power Use	$75.00 per day.
	g. Security Personnel (per security person)	See Current Schedule.
	h. Steam Cleaning Deposit *	
	1. Small Event~~/Festival~~	$250.00 per day.
	2. ~~Large~~ Medium Event~~/Festival~~	$850.00 per day.
* Steam Cleaning Deposit – User will be charged or credited per actual invoice.		
Ronald Reagan Community Center Fee Schedule		
All "per hour" fees are charged per hour or fraction thereof.		
I. Basic Use Fees		
	a. Full auditorium; includes two (2) patios (4 hours minimum use)	$125.00 per hour. Private Parties: $150.00 per hour.
	b. East auditorium; includes one (1) patio (2 hours minimum use)	$100.00 per hour. Private Parties: $125.00 per hour.
	c. West auditorium; includes one (1) patio (2 hours minimum use)	$75.00 per hour. Private Parties: $100.00 per hour.
	d. Kitchen	$100.00 use; must be in conjunction with hall rental.
	e. Bridal Suite	$50.00 per use; must be in conjunction with hall rental.
II. Set-up Fees		
All set-up and take-down must be done by Ronald Reagan Community Center staff. Equipment includes P.A. system, podiums, tables and chairs.		
	a. Full auditorium	$100.00
	b. East room	$70.00
	c. West room	$60.00

Department	**Fee Description**		**Current Fee/Unit Basis**
III. Special Use Fees			
	a. Extra City Staff Services		$30.00 per hour per staff person, minimum 2 hours.
	b. Alcohol use (ABC license may be required)		$30.00 per hour, minimum 3 hours.
	c. Non-Operations Use (holidays, weekends, weekdays before/after hours, etc.)		$60.00 per hour.
	d. Commercial use		$40.00 per hour, minimum 3 hours.
	e. Non-resident fee (Class 4 and 5 users)		$30.00 per hour.
	f. Security personnel (per security person)		See current schedule.
	g. Coffee service		See current schedule.
IV. Special Equipment Use			
	a. Bar		$30.00 each per day.
	b. Piano		$60.00 per day.
	c. Stage/Backdrops (6 ft. x 8 ft. – includes drapes)		$100.00 per day.
	d. Dance floor		$100.00 per day.
	e. Audio Visual / Presentation Equipment		$150.00 per day.
	f. Portable Patio Heaters		$50.00 each per day.
V. Cleaning/Security/Reservation Deposit			
	a. Non-alcohol use		$250.00
	b. Alcohol use		$500.00
Recreation Special Revenue Fund			
The Director of Parks & Recreation is authorized to establish and implement Recreation Activity fees by category at cost recovery rates. The cost recovery rate may be amended as a necessity by City Council action. 2022 recovery rates are as follows:			
I. Recreation Special Revenue Fund Recovery Rate – Fee Classes			75% - Youth Instructional Programs 50% - Youth Sports Leagues 80% - Aquatics 100% - Adult Sports Leagues 90% - Adult Instructional Programs 50% - Senior Instructional Programs
~~**Community Services**~~			
~~Signs to be purchased by the public~~			
~~I. No Trespass / Lodging signs~~		~~a. Vinyl Window Cling~~	~~$5.00~~
		~~b. Corrugated Cardboard with window suction cups~~	~~$10.00~~
		~~c. 12 x 18 Metal Sign~~	~~$15.00~~
		~~d. 18 x 24 Metal Sign~~	~~$25.00~~

Department	Fee Description	Current Fee/Unit Basis
POLICE		
	Audio Reproduction Fee	$45.00
	Body Worn Camera (BWC) Footage Reproduction	$90.00
	Civil Subpoena – Business Records	$15.00
	Civil Subpoena – Employee Witness Fee	$275.00 – PD Employee (per day) $275.00 – Peace Officer (per day)
	Copy of Call for Service (CFS) Report	$1.00
	Copy of Police Report	$10.00
	False Alarm Business License Tax (Upon 3rd and each subsequent false Police or Fire alarm at the same address within a twelve-month period)	$225.00 upon 3rd (plus processing fee, if applicable) $75.00 each subsequent (4th, 5th, etc.) (plus processing fee, if applicable)
	Fingerprint (Live Scan Fee)	$35.00
	Massage License Fee	$300.00
	Parking Citation – online payment	$3.50 processing fee
	Pawnbroker and Secondhand Dealer License Renewal Fee	$640.00
	Private Property Towing Administration Fee	$40.00
	Vehicle Impound Fee: Release of Impounded Vehicles	$150.00
	Vehicle Repossession Fee	$15.00
	VISA/Clearance Letter Fee:	
	Formal Letter	$15.00
	Formal Letter with Notarization	$25.00
	Photograph Reproduction:	
	Administrative Fee Research photo files, obtain clearances, package and mail (photos provided on CD)	$25.00
PUBLIC WORKS		
	Septic Tank Hauler's Discharge Fee	$9.86/100 gallons
	Septic Tank Hauler's After Hours Discharge Fee (Pre-arranged)	$100.00
	Septic Tank Hauler's Emergency Discharge Fee	$200.00
	Sewer Wet Tap Fee	$900.00

City Council
Agenda Report
Agenda Item 11.

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Clay Schoen, Director of Finance

SUBJECT: Update and Discussion of City Reserve Funds

RECOMMENDATION:
That the City Council receives and discusses the report.

BACKGROUND:
The purpose of this report is to provide background information on the City's reserve funds and to offer additional context regarding their role and use. In recent months, there have been questions and varying perspectives related to the City's General Reserve Fund expressed by our labor groups, by some City Councilmembers, and by members of the public. In light of this interest, staff believes it is timely and appropriate to provide this overview to help inform ongoing discussions.

General Fund Reserve Policy/Practices and Background
In June 2011, the City Council adopted City Council Policy B-12: Fund Balance (Attachment 1). This policy carries the stated purpose of:

"To establish a fund balance policy that will ensure the City maintains adequate fund balance and reserves in the various governmental funds to provide sufficient cash flow for daily needs, secure and maintain investment grade bond ratings, offset significant economic downturns or revenue shortfalls, and provide funds for unforeseen expenditures related to emergencies."

While the policy establishes the broad objectives of reserves, it only explicitly addresses two types of reserves: 1) a General Fund – Operating Reserve and 2) a General Fund – Reserve for Future Budget Imbalance. However, the policy also includes language that states that "The City Manager will identify fund balance assignments, if any, in the Preliminary and Final Budget for each year." This action, done in conjunction with the adoption of the annual budget, establishes the City's reserve objectives and balances (most recent attached as Attachment 2). This has been the primary policy vehicle guiding reserve assignment.

A brief description of each reserve type currently in use is as follows:

General Fund Operating Reserve – a long-standing reserve established as 20% of annual expenditures for two purposes: (1) to provide General Fund cash flow; and (2) to serve as a reserve of last resort against unexpected events or risks outside the City's control.

General Fund Designated for Economic Uncertainty – in Policy B-12, this is referred to as the "Reserve for Future Budget Imbalance." This portion of the reserve is established for the purpose of stabilizing delivery of City services during periods of structural budget deficits and to mitigate the effects of major economic uncertainties resulting from unforeseen changes in revenues and/or expenditures.

General Fund Designated for Unfunded PERS/Retirement Obligations – due to increasing retirement contribution rates to CalPERS and unfunded pension obligations, the City Council approved the Pension Reform and Fiscal Responsibility Plan, which includes making periodic additional payments to CalPERS, whenever fiscally prudent. The funds collected in this portion of the reserve should be for those purposes only.

General Fund Carryover Reserve – these are funds that exist when revenues at the end of the fiscal year exceed expenditures. These funds go to the reserves and are available for future appropriation.

Other Funds

Currently, this combined policy/practice approach has largely focused on the General Fund. However, there are a number of other funds that warrant similar attention. Two examples are the Wastewater Enterprise Fund and the Self-Insurance Internal Service Fund. The Wastewater Fund is the City's second largest fund and is considered an "enterprise fund." While the City maintains a reserve for this fund, there is no adopted policy to do so and it may be beneficial to establish a desired reserve balance similar to the General Fund.

The Self-Insurance Fund's reserve objective is to provide a backstop to regular operations for large and irregular payments. This goal is commonly referred to as rate stabilization and would use a reserve balance to smooth contributions from City operations. Without an appropriate balance, unexpected large settlements may draw off funds from operations or other reserve funds. Similar to the Wastewater Fund, no goal reserve balance exists by policy. Currently, this balance is determined by professional judgement, and is influenced heavily by actuarially determined claims liabilities.

Internal Service Funds

Similar in operation to the Self-Insurance Fund are other Internal Service Funds. However, unlike the unpredictability of claims against the City, most of these funds operate to provide planned or controllable activity. As a result, these reserve balances are lower (proportionally), and the need for reserves is far less critical.

Two Internal Service Funds operate as "sinking funds" to prefund activity for the General Fund. These are the Fleet Replacement Fund and the City Capital Improvement Program Fund. The purpose of these funds is to accumulate resources during positive economic conditions to permit General Fund vehicle replacement and General Fund capital activity during periods of economic hardship. During times of economic downturns, these funds are typically not replenished.

Over the past several years the City's strategic financial focus has been in two areas. The first is Public Safety, specifically personnel. That focus has been at the expense of building these other ancillary reserves, meaning little to no General Fund dollars have been used to replenish the Fleet Replacement Fund or the Capital Improvement Fund. Secondly, the majority of accumulated reserve balances has been kept in the General Fund. The benefit of this strategy is keeping money centralized and available for "big things," but perhaps at the expense of little things.

As of June 30, 2025 (the last completed fiscal year), the General Fund reported a total available fund balance (all reserve categories) of $67.6 million, or 65.4% of budgeted Fiscal Year 2025-26 General Fund operations. This balance is the total balance and does not consider the individual reserve categories established by the City Council. This total reserve balance is comprised of the following components.

General Fund Reserve Category	Balance (06/30/25)
Carryover Reserve (only reserve available for appropriation)	$14,244,780
Designated for Unfunded Retirement Obligations	$13,000,000
Designated for Economic Uncertainty	$20,183,723
Operating Reserve	$20,183,723
TOTAL	**$67,612,226**

Since the adoption of the FY 2025-26 budget, a number of City Council actions have used General Fund (Carryover Reserve) reserves as the funding source. These uses have been as follows:

Use of General Fund (Carryover) Reserves	Amount
Transfer for Fire Station 7 Remodel	$2,500,000
Balancing the FY2025-26 Budget	$1,943,500
Transfer to Self-Insurance Fund	$1,627,750
Add Six Fire Department Personnel (E208) for Current Fiscal Year	$510,000
Transfer of Working Capital to Magnolia Fund	$500,000
Transfer to IT Services Fund	$400,000
Additional Legal Service	$105,000
Additional Operating Expenditures	$100,000
Total Uses	**$7,686,250**

Without considering Fiscal Year 2025-26 performance, this would affect total General Fund reserves by reducing the Carryover reserve by $7,686,250. By applying this reduction to Fiscal Year 2025-26 starting balance, a current hypothetical Carryover reserve balance of $6,558,530 is available for future appropriation.

Conclusion

The City's reserve funds serve several important and distinct purposes, including maintaining cash flow, protecting against economic uncertainty and emergencies, addressing long-term retirement obligations, and preserving the City's ability to continue operations and capital investments during periods of financial hardship. Over time, the City Council has established both formal policies and budgetary practices that have resulted in a strong overall reserve position within the General Fund.

As of June 30, 2025, the City's total General Fund reserve balance remained substantial; however, those balances are comprised of different reserve categories, each established for a specific fiscal purpose and are not available for unrestricted ongoing use. Once backing out the required fund amounts, the actual amounts of available reserves is not significant and would be depleted in a matter of a few years if used for ongoing expenditures.

The report also highlights that reserve policies and targets for other major funds, including the Wastewater Enterprise Fund and Self-Insurance Fund, may warrant additional policy consideration in the future to ensure long-term fiscal sustainability and consistency across City operations.

Finally, while reserves can appropriately be used for one-time expenditures, emergencies, economic downturns, or strategic investments, the use of one-time reserve funding for ongoing operational costs should be approached cautiously and is not a recommended practice. Ongoing expenditures, such as staffing and recurring service levels, require sustainable and recurring revenue sources to avoid creating future structural budget imbalances. Reliance on reserves for continuing costs may temporarily address immediate needs, but it can reduce the City's long-term financial flexibility and weaken its ability to respond to future economic uncertainty, emergencies, or major capital and infrastructure needs. Staff recommends that maintaining prudent reserve balances and aligning one-time resources with one-time expenditures will ensure the City's long-term fiscal stability.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The update and discussion of reserves is exempt from the California Environmental Quality Act ("CEQA") in accordance with section 15378(b)(5) of the State CEQA Guidelines because it is a governmental administrative activity.

FISCAL IMPACT:

The responsible management of reserves is a critical component of sound financial management. There is no fiscal impact from the consideration of this information.

Prepared By: Clay Schoen, Director of Finance
Reviewed By: Vince DiMaggio, Assistant City Manager
Approved By: Graham Mitchell, City Manager

Attachments

City Council Policy B12 Fund Balance
Resolution 066-25 Designation of General Fund Balances

PURPOSE:

To establish a fund balance policy that will ensure the City maintains adequate fund balance and reserves in the various governmental funds to provide sufficient cash flow for daily needs, secure and maintain investment grade bond ratings, offset significant economic downturns or revenue shortfalls, and provide funds for unforeseen expenditures related to emergencies.

BACKGROUND:

In February 2009, the Governmental Accounting Standards Board (GASB) issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which requires the City Council to make certain decisions regarding the use of resources and classifications of ending fund balance in order for the annual financial reports (audits) to be in compliance with generally accepted accounting principles (GAAP). This new standard does not change the total amount of a given fund balance, but it substantially alters the categories and terminology used to describe the components that make up fund balance. The new categories and terminology reflect an approach that focuses, not on the financial resources available for appropriation within a fund, but on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the fund can be spent.

GASB Statement No. 54 defines five categories of fund balance.

Nonspendable Fund Balance – That portion of a fund balance that includes amounts that cannot be spent because they are either (a) not in a spendable form, such as prepaid items, inventories of supplies, or loans receivable; or (b) legally or contractually required to be maintained in tact, such as the principal portion of an endowment.

Restricted Fund Balance – That portion of a fund balance that reflects constraints placed on the use of resources (other than nonspendable items) that are either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance – That portion of a fund balance that includes amounts that can only be used for the specific purposes determined by a formal action of the City Council. The City Council has authority to establish, modify, or rescind a fund balance commitment.

Assigned Fund Balance – That portion of a fund balance that includes amounts that are constrained by the government's intent to be used for specific purposes, but that are neither restricted nor committed. Such intent needs to be established at either the highest level of decision making, or by an official designated for that purpose.

Unassigned Fund Balance – That portion of a fund balance that includes amounts that do not fall into one of the above four categories. The General Fund is the only fund that should report this category of fund balance.

Unrestricted fund balance is the combination of Committed, Assigned, and Unassigned fund balance.

POLICY:

This policy focuses on the financial reporting of the Committed, Assigned, and Unassigned Fund Balance categories. Nonspendable and Restricted Fund Balance are established by definition in GASB Statement No. 54 and cannot be modified by City action.

This policy establishes the order of use of unrestricted fund balance. Committed amounts should be reduced first, followed by the assigned amounts, and then the unassigned amounts.

In addition, GASB Statement No. 54 allows the City Council authority to "assign" ending fund balance or bestow this authority to a city officer or designee. The City Manager is hereby designated as the official who has the authority to establish, modify, or rescind a fund balance assignment.

COMMITTED FUND BALANCE:

General Fund - Operating Reserve

To continue a long-standing practice of maintaining an operating reserve, equal to 20% of annual expenditures, which serves two purposes: (1) To provide General Fund cash flow between July and December when expenditures typically exceed revenues, and (2) To serve as a reserve against unexpected events or risks outside the City's control. This amount is computed by the City Manager or designee and approved by the City Council each year in conjunction with the adoption of the annual budget.

ASSIGNED FUND BALANCE:

General Fund
The City Manager will identify fund balance assignments, if any, in the Preliminary and Final Budget for each fiscal year.

Special Revenue, Capital Projects, and Debt Service Funds
The City Council has demonstrated their intent to utilize this portion of fund balance for the purpose that these funds were established.

UNASSIGNED FUND BALANCE:

General Fund - Reserve for Future Budget Imbalance
This reserve is established for the purpose of stabilizing delivery of City services during periods of operational budget deficits and to mitigate the effects of major economic uncertainties resulting from unforeseen changes in revenues and/or expenditures.

RESOLUTION NO. 066-25

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF EL CAJON APPROVING
DESIGNATION OF GENERAL FUND BALANCES

WHEREAS, maintaining appropriate levels of fund balance, commonly referred to as reserves, is a critical component of sound financial management and fiscal security; and

WHEREAS, the practice of maintaining reserves was formalized by El Cajon City Council adoption of the Fund Balance City Council Policy B-12 ("CCP B-12") on June 14, 2011, and reinforced by the Pension Reform and Fiscal Responsibility Plan Resolution No. 47-13 adopted on April 9, 2013 ("Resolution 47-13"); and

WHEREAS, by implementation of CCP B-12 and Resolution 47-13, as well as subsequent annual budgets, the following reserve accounts have been established and maintained at various levels:

1. Carryover Reserve (Unassigned Fund Balance): Funded by revenues received in excess of expenditures, and available for future appropriation;
2. Designated for Economic Uncertainty (Unassigned Fund Balance): Established for the purpose of stabilizing delivery of City services during periods of structural budget deficits and to mitigate the effects of major economic uncertainties resulting from unforeseen changes in revenues and/or expenditures;
3. Designated for Unfunded PERS/Retirement Obligations (Assigned Fund Balance): Due to increasing retirement contribution rates to CalPERS and unfunded pension obligations, the City Council approved the Pension Reform and Fiscal Responsibility Plan, which includes making periodic additional payments to CalPERS, whenever fiscally prudent; and
4. Operating Reserve (Assigned Fund Balance): A long-standing reserve established as 20% of annual expenditures for two purposes (1) to provide General Fund cash flow; and (2) to serve as a reserve of last resort against unexpected events or risks outside the City's control; and

WHEREAS, from time to time it becomes necessary to adjust reserve balances to reflect both changing economic conditions, as well as advance the City Council's commitment to sound financial management; and

WHEREAS, at the completion of Fiscal Year 2023-2024 the General Fund had reserves totaling approximately $60.6 million, as detailed below:

Reserve Account	Balance
Carryover Reserve	$13,287,803
Designated for Economic Uncertainty	18,710,331
Reserve for Unfunded PERS/Retirement Obligations	13,000,000
Operating Reserve (20% of Expenditures)	18,710,331
Total General Fund Reserve Balance	**$63,709,647**

WHEREAS, General Fund Reserves are currently sixty percent (60%) or approximately seven (7) months of operating expenditures, which exceeds current requirements, and allows the opportunity to redirect funds to meet future City needs; and

WHEREAS, this is not a "Project" as defined under sections 15378(4) and (5) of the State California Environmental Quality Act ("CEQA") Guidelines because the Budget and recommended actions consist of governmental fiscal/administrative activities that do not result in a physical change in the environment.

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

1. The above recitals are true and correct, and are the findings of the City Council.

2. This is not a "Project" as defined under sections 15378(4) and (5) of CEQA Guidelines because the Budget and recommended actions consist of governmental fiscal/administrative activities that do not result in a physical change in the environment.

3. The City Council hereby approves the designation of general fund balances as set forth in the table below to better prepare the City of El Cajon for future financial challenges.

Reserve Account	Balance
Carryover Reserve	$10,342,201
Designated for Economic Uncertainty	20,183,723
Reserve for Unfunded PERS/Retirement Obligations	13,000,000
Operating Reserve (20% of Expenditures)	20,183,723
Total General Fund Reserve Balance	**$63,709,647**

4. The City Manager and the Director of Finance are hereby authorized to designate general fund balances to balance reserve accounts as herein approved.

PASSED AND ADOPTED by the City Council of the City of El Cajon, California, at An Adjourned Regular Joint City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Meeting held this 24th day of June 2025, by the following vote to wit:

AYES : Goble, Kendrick, Metschel, Ortiz, Wells
NOES : None
ABSENT : None
DISQUALIFY: None

BILL WELLS
Mayor of the City of El Cajon

ATTEST:

ANGELA L. CORTEZ, CMC
City Clerk

I hereby certify that the above and foregoing is a full and true copy of Resolution No. 066-25 of the Resolutions of the City of El Cajon, California, as adopted by the City Council at the Adjourned Regular Joint Meeting of the City Council/Housing Authority/Successor Agency to the Redevelopment Agency on the 24th day of June 2025.

ALCortez

Angela L. Cortez, CMC, City Clerk

06/24/25 CC Agenda
Reso - Budget – Approve Designation of General Fund Balances FY 25-26 061925

Agenda Item 12.

City Council
Agenda Report

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Marisol Thorn, Deputy City Manager

SUBJECT: Consideration to Adopt Resolution of Intention to Amend the CalPERS Contract and Introduction of First Reading of Ordinance Amending the CalPERS Contract

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RECOMMENDATION:

That the City Council:

1. Adopts the next Resolution, in order, approving the intention to amend the contract between the City of El Cajon (City) and the Board of Administration of the California Public Employees' Retirement System (CalPERS) to provide cost sharing of an additional contribution of one percent for the El Cajon Police Officers' Association (POA), El Cajon Police Officers' Association Management Group (POA MG), and unrepresented Police Executive Management CalPERS Classic members, as allowed by Government Code section 20516;
2. Introduces the next Ordinance, in order, approving an amendment to the contract between the City and CalPERS to provide cost sharing of an additional contribution of one percent for the POA, POA MG, and unrepresented Police Executive Management CalPERS Classic members, under Government Code section 20516;
3. Directs the City Clerk to read the Ordinance by title only; and
4. Directs the second reading and adoption of the Ordinance to be placed on the June 9, 2026, City Council agenda.

BACKGROUND:

On May 14, 2024, the City Council adopted Resolution Nos. 044-24 and 045-24, approving the Memorandum of Understanding (MOUs) for the POA and POA MG respectively. The contract terms for the MOUs were effective in fiscal years 2024 through 2027. It was agreed that Classic CalPERS members would share an additional contribution of one percent for the second year of the contract, and an additional cost of one percent for the third year of the three-year contract, for a total of two percent contribution of the City's CalPERS costs. The aforementioned labor agreements, approved by the City and the POA and POA MG, authorized the City to request that CalPERS initiate a contract amendment for these Classic members.

On May 13, 2025, the City Council adopted Resolution No. 043-25, reflecting the agreement between the City of El Cajon and its unrepresented Police Executive Management group CalPERS Classic members to include cost share pursuant to Government Code section

20516 (GC 20516) and to proceed with the request to CalPERS to start the contract amendment process.

The attached Resolution of Intention and Ordinance formally begin the CalPERS contract amendment process for cost sharing. Upon adoption and first reading, the City may proceed with the remaining steps of the amendment process.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The proposed City Council action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines section 15378(b)(4) and (5). Government fiscal and administrative activities are not subject to CEQA.

FISCAL IMPACT:

The cost share of an additional one percent contribution and the estimated cost savings has been accounted for in the FY27 budget.

Prepared By: Marisol Thorn, Deputy City Manager
Reviewed By: Graham Mitchell, City Manager
Approved By: Graham Mitchell, City Manager

Attachments

Resolution
Ordinance
CalPERS Document(s) Notice

RESOLUTION NO. -26

A RESOLUTION OF INTENTION OF THE CITY COUNCIL OF THE CITY OF EL CAJON TO APPROVE AN AMENDMENT TO CONTRACT BETWEEN THE BOARD OF ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE CITY OF EL CAJON

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract (the "Contract"), and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said Law; and

WHEREAS, one of the steps in the procedures to amend the Contract is the adoption by the governing body of the public agency of a resolution giving notice of its intention to approve an amendment to said Contract, which resolution shall contain a summary of the change proposed in said Contract; and

WHEREAS, the following is a statement of the proposed change:

> To provide Section 20516 (Employees Sharing Additional Cost) of 1% for classic local police members in the unrepresented Police Executive Management CalPERS Classic members, El Cajon Police Officers' Association Management Group, and the El Cajon Police Officers' Association; and

WHEREAS, the proposed action is exempt from the California Environmental Quality Act ("CEQA") as government fiscal and administrative activities are not subject to CEQA pursuant to State CEQA Guidelines section 15378(b)(4) and (5); and

WHEREAS, the City Council believes it to be in the best interest of the City to approve the proposed change to the Contract.

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

1. The foregoing recitals are true and correct and are the findings of the City Council.

2. The City Council hereby determines that this action is exempt from CEQA pursuant to State CEQA Guidelines section 15378(b)(4) and (5).

3. The City Council does hereby give notice of its intention to approve an amendment to the contract between said public agency and the Board of Administration on of the Public Employees' Retirement System, a copy of said amendment being attached hereto as Exhibit "A" and by this reference made a part hereof.

4. The City Manager, or designee, and City Clerk are authorized and directed to execute an amendment for the Contract (the "Amendment") on behalf of the City of El Cajon, with such changes or amendments as maybe approved by the City Manager, or designee, and to take all actions and to execute all documents and/or attachments to the Amendment, and other documents necessary or appropriate to carry out the terms of the Amendment.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF EL CAJON APPROVING AN
AMENDMENT TO THE CONTRACT BETWEEN THE
CITY OF EL CAJON AND THE BOARD OF ADMINISTRATION,
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEMS

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CAJON DOES ORDAIN AS FOLLOWS:

SECTION 1. That an amendment to the contract between the City of El Cajon (the "City") and the Board of Administration, California Public Employees' Retirement System ("CalPERS") is hereby authorized, a copy of said amendment, substantially in the form as that certain Amendment to Contract between CalPERS and the City, attached hereto as Exhibit "A," and by such reference made a part hereof as though herein set out in full.

SECTION 2. The City Manager of the City of El Cajon is hereby authorized, empowered, and directed to execute said amendment for and on behalf of the City of El Cajon.

SECTION 3. This Ordinance shall take effect thirty (30) days after the date of its adoption, and shall be published in the East County Californian, a newspaper of general circulation, published and circulated in the City of El Cajon and thenceforth and thereafter the same shall be in full force and effect; provided, however, that the effective date of the amendment shall be no sooner than July 9, 2026.

CalPERS generated document(s) related to this agenda item will be provided at the May 12, 2026 City Council Meeting.

City Council
Agenda Report
Agenda Item 13.

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Mayor Wells

SUBJECT: Council Activity Report

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

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

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

April 15, 2026 - Meeting with San Diego Rescue Mission
April 21, 2026 - Meeting with V. Kattoula
April 22, 2026 - Meeting with R. Micha
April 24, 2026 - SANDAG Board of Directors Meeting
April 28, 2026 - KOGO News
April 29, 2026 - Voice of San Diego Dinner
April 29, 2026 - City Press Conference
April 30, 2026 - KOGO Morning News
April 30, 2026 - Stella Escaveda Show
April 30, 2026 - Leland Conway Show on KOGO
May 2, 2026 - San Diego Rescue Mission Graduation
May 5, 2026 - Brite Bart News
May 6, 2026 - One America News
May 12, 2026 - Special City Council Meeting
May 12, 2026 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Bill Wells, Mayor

City Council
Agenda Report
Agenda Item 14.

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Councilmember Goble

SUBJECT: COUNCILMEMBER STEVE GOBLE
MTS (Metropolitan Transit System Board); East County Advanced Water Purification JPA Board; Chamber of Commerce – Government Affairs Committee; SANDAG – Board of Directors – Alternate.

RECOMMENDATION:

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

BACKGROUND:

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

REPORT:

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

April 22, 2026 - Emails with Rhonda L. re: Speeding Town Hall
April 23, 2026 - Emails with SANDAG re: Toll Road Signage
April 23, 2026 - Emails with Majdal Center re: SB91
April 23, 2026 - Emails with Amikas re: stats to-date
April 23, 2026 - Emails with Tobias H. re: Speeding on Jamacha
April 28, 2026 - Emails with Dan D. re: Speeding Town Hall
April 29, 2026 - Emails with Tori @ UCSD Health re: town hall
April 29, 2026 - Press Conference re: litigation vs State of CA
April 29, 2026 - Emails with Shelby B @ NBC7 re: State of CA litigation
April 29, 2026 - Attend Holocaust Exhibit reception @ Grossmont College
May 1, 2026 - Albondigas East County meeting
May 2, 2026 - Home of Guiding Hands Gala
May 5, 2026 - Lunch with East County legends Dick Brown & Dianne Jacob
May 5, 2026 - Interview with Michael Chen 10 News
May 7, 2026 - Cabrera & Associates Re-grand Opening
May 11, 2026 - Meeting with City Manager
May 12, 2026 - Special City Council Meeting
May 12, 2026 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Steve Goble, Councilmember

City Council
Agenda Report
Agenda Item 15.

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Councilmember Kendrick

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

RECOMMENDATION:

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

BACKGROUND:

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

REPORT:

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

April 27, 2026 - Metro Wastewater JPA
May 6, 2026 - Chaldean Community Council Meeting
May 7, 2026 - Metro Wastewater JPA
May 12, 2026 - Special City Council Meeting
May 12, 2026 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Gary Kendrick, Councilmember

City Council
Agenda Report
Agenda Item 16.

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Deputy Mayor Metschel

SUBJECT: DEPUTY MAYOR MICHELLE METSCHEL
Harry Griffen Park Joint Steering Committee; METRO Commission/Wastewater JPA – Alternate; Heartland Communications – Alternate; Heartland Fire Training JPA – Alternate.

RECOMMENDATION:

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

BACKGROUND:

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

REPORT:

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

April 29, 2026 - ECPD Volunteer Appreciation Luncheon
May 2, 2026 - Volunteered at Olaf Wieghorst Museum Birthday Celebration
May 8, 2026 - Women in Service Everywhere (W.I.S.E.) Meeting
May 12, 2026 - Meeting with Staff to discuss Shelter/Service Provider Funding
May 12, 2026 - Special City Council Meeting
May 12, 2026 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Michelle Metschel, Deputy Mayor

City Council
Agenda Report
Agenda Item 17.

DATE: 05/12/2026

TO: Honorable Mayor and City Councilmembers

FROM: Councilmember Ortiz

SUBJECT: COUNCILMEMBER PHIL ORTIZ
League of California Cities, San Diego Division; East County Economic Development Council; MTS (Metropolitan Transit System Board) – Alternate; East County Advanced Water Purification JPA Board – Alternate; Chamber of Commerce – Government Affairs Committee – Alternate; SANDAG – Board of Directors – Alternate.

RECOMMENDATION:

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

BACKGROUND:

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

REPORT:

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

May 12, 2026 - PLHA Meeting
May 12, 2026 - Special City Council Meeting
May 12, 2026 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Phil Ortiz, Councilmember
