



City of Lemon Grove City Council Regular Meeting Agenda

Tuesday, March 15, 2022, 6:00 p.m.

Lemon Grove Community Center
3146 School Lane, Lemon Grove, CA 91945

For everyone's protection, all attendees must maintain a safe social distance. Face coverings are optional but strongly recommended during the meeting.

City Council

Racquel Vasquez, Mayor
Jerry Jones, Mayor Pro Tem
Jennifer Mendoza, Councilmember
Liana LeBaron, Councilmember
George Gastil, Councilmember

A complete agenda packet is available for review on the [City's website](#)

The City Council also sits as the Lemon Grove Housing Authority, Lemon Grove Sanitation District Board, Lemon Grove Roadway Lighting District Board, and Lemon Grove Successor Agency

Call to Order

Pledge of Allegiance

Changes to the Agenda

Presentation(s)

Lemon Grove Fire Department Annual Update, Steve Swaney, Fire Chief

Sheriff's Department Annual Report, Patrick McEvoy, Lieutenant

Public Comment

Digitally submitted public comments received by the City Clerk at amalone@lemongrove.ca.gov will not be read out-loud during the meeting. However, they will be provided to the City Council and remain part of the meeting's records. Per the Lemon Grove Municipal Code Section 2.14.150, live comments are allotted a maximum of three (3) minutes.

Consent Calendar

(Note: The items listed on the Consent Calendar will be enacted in one motion unless removed from the Consent Calendar by Council, staff, or the public.)

1.A Waive Full Text Reading of All Ordinances on the Agenda

Reference: Kristen Steinke, City Attorney

Recommendation: Waive the full text reading of all ordinances included in this agenda; Ordinances shall be introduced and adopted by title only.

1.B City of Lemon Grove Payment Demands

Reference: Rod Greek, Interim Administrative Finance Director

Recommendation: Ratify Demands

- 1.C Note and File Planning Commission Meeting Minutes
Reference: Audrey Malone, City Clerk
Recommendation: Note and File approved Planning Commission meeting minutes of October 25, 2021.

- 1.D Regional Transportation Congestion Improvement Plan Fee Amendment
Reference: Rod Greek, Interim Administrative Finance Director
Recommendation: Adopt a resolution amending the Regional Transportation Congestion Improvement Plan Fee.

- 1.E Award a Contract for the FY 2021-2022 Sidewalk Project to Portillo Concrete, Inc.
Reference: Mike James, Assistant City Manager / Public Works Director
Recommendation: Adopt a resolution awarding a contract for the FY 2021-2022 Sidewalk Project (Contract No. 2021-28) to Portillo Concrete, Incorporated.

Report(s) to Council:

- 2. 2021 General Plan Annual Progress Report
Reference: Bill Chopyk, Interim Community Development Manager
Recommendation: Adopt a resolution accepting the 2021 General Plan Annual Progress Report (Report) and direct staff to submit the Report to both the California State Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD).

- 3. FY 2021-2022 General Fund Budget Mid-Year Report & Other Fund Adjustments
Reference: Rod Greek, Interim Administrative Finance Director
Recommendation: Adopt a resolution approving the Fiscal Year 2021-22 City of Lemon Grove Budget adjustments.

Continued Item from March 1, 2022 City Council Meeting:

(Pulled from Consent Calendar)

- 1.B City of Lemon Grove Payment Demands
Reference: Rod Greek, Interim Administrative Finance Director
Recommendation: Ratify Demands

City Council Reports on Meetings Attended at the Expense of the City

(GC 53232.3 (d)) (53232.3. (d) states that members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.)

City Manager Report

Closed Session:

- a. Conference with Legal Counsel - existing litigation Government Code § 54956.9(a)
Name of Case: Harris v. City of Lemon Grove Case et al. (Case No.: 37-2019-00062135-CU-PO-CTL)
- b. Conference with Legal Counsel – anticipated litigation (Govt C §54956.9(d)(2)-(4));

Adjournment

AFFIDAVIT OF NOTIFICATION AND POSTING

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS
CITY OF LEMON GROVE)

I, Audrey Malone, City Clerk of the City of Lemon Grove, hereby declare under penalty of perjury that a copy of the above Agenda of the Regular Meeting of the City Council of the City of Lemon Grove, California, was delivered and/or notice by email not less than 72 hours, before the hour of 6:00 p.m. on March 11, 2022 to the members of the governing agency, and caused the agenda to be posted on the City's website at www.lemongrove.ca.gov and at Lemon Grove City Hall, 3232 Main Street Lemon Grove, CA 91945.

/s/: Audrey Malone
Audrey Malone, City Clerk

In compliance with the Americans with Disabilities Act (ADA), the City of Lemon Grove will provide special accommodations for persons who require assistance to access, attend and/or participate in meetings of the City Council. If you require such assistance, please contact the City Clerk at (619) 825-3800 or email amalone@lemongrove.ca.gov. A full agenda is available for public review at City Hall.



CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. 1.A
Meeting Date: March 15, 2022
Submitted to: Honorable Mayor and Members of the City Council
Department: City Manager's Office
Staff Contact: Kristen Steinke, City Attorney
Item Title: **Waive the Full Text Reading of all Ordinances**

Summary: Waive the full text reading of all ordinances included in this agenda. Ordinances shall be introduced and adopted by title only.

Environmental Review:

- Not subject to review Negative Declaration
 Categorical Exemption, Section | Mitigated Negative Declaration

Fiscal Impact: None.

Public Notification: None.



CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. 1.B
Meeting Date: March 1, 2022
Submitted to: Honorable Mayor and Members of the City Council
Department: City Manager's Office
Staff Contact: Rod Greek, Interim Administrative Services Director;
rgreek@lemongrove.ca.gov
Item Title: **City of Lemon Grove Payment Demands**

Recommended Action: Ratify Demands.

Environmental Review:

- Not subject to review Negative Declaration
 Categorical Exemption, Section | Mitigated Negative Declaration

Fiscal Impact: None.

Public Notification: None.

City of Lemon Grove Demands Summary

Approved as Submitted:

Yolanda Cerezo, Interim Finance Manager
For Council Meeting: 03/01/22

ACH/AP Checks 02/09/22-02/16/22 293,658.33

Payroll - 02/08/22 119,025.53

Total Demands 412,683.86

CHECK NO	INVOICE NO	VENDOR NAME	CHECK DATE	Description	INVOICE AMOUNT	CHECK AMOUNT
ACH	Dec29-Jan25 22	California Public Empl Retirement System	02/09/2022	Pers Retirement 12/29/21-01/25/22	64,876.53	64,876.53
ACH	12806877	LEAF	02/09/2022	Ricoh C3502 Copier System-PW Yard - Jan'22	138.27	138.27
ACH	12/22/2022 1/22/2022 4038100884 82111043 82113386 12/11/2021 12/1/2021 12/9/2021 12/19/2021 Fax-CH-12/18/21 12/1/2021 11/30/2021 12/30/2021 Fire 12/1/21 11/27/2021 12/27/2021 11/30/2021 12/3/2021 200011748 200011807 8802 3105137471 9894239605 9894951465 9894951466 9894951982	Wells Fargo	02/10/2022	AT&T - Backup City Hall Internet- 11/23/21-12/22/21 AT&T - Backup City Hall Internet- 12/23/21-1/22/22 Canon Solutions - Canon Maintenance-Copier Usage 8/27/21-11/26/22 Corelogic - Realquest Graphics Package - Nov21 Corelogic - Realquest Graphics Package - Dec21 Cox - Calsense Modem Line: 2259 Washington 12/11/21-1/10/22 Cox - Calsense Modem Line: 7071 Mt Vernon/Berry St Pk 12/1-31/21 Cox - Calsense Modem Line:8235 Mt Vernon/Berry St Pk 12/9/21-1/8/22 Cox - Phone/PW Yard/2873 Skyline- 12/19/21-1/18/22 Cox - City Manager Fax Line- 12/18/21-1/17/22 Cox - Phone/City Hall 12/1/21-12/31/21 Cox - Internet/Comm Ctr- 11/30/21-12/29/21 Cox - Internet/Comm Ctr- 12/30/21-1/29/22 Cox - MainPhone/Fire 12/1/21-12/31/21 Cox - City Hall Fire Alarm 11/27/21-12/26/21 Cox - City Hall Fire Alarm 12/27/21-1/26/22 Cox - PEG Circuit Svc- 11/30/21-12/29/21 Cox - Phone/Internet/Rec Ctr/3131 School Ln- 12/4/21-1/3/22 CSMFO - CSMFO Conf Registration/Greek 2/16/22-2/18/22 CSMFO - CSMFO Conf Registration/Cerezo 2/16/22-2/18/22 Govt Finance Ofcrs Assn - Cert of Achievement Review Fee FY21 Pitney Bowes - Postage Meter Rental 9/30/21-12/29/21 Verizon - Modems - Cardiac Monitors - 11/4/21-12/3/21 Verizon - City Phone Charges- 11/13/21-12/12/21 Verizon - PW Tablets- 11/13/21-12/12/21 Verizon - Mobile Broadband Access- 11/13/21-12/12/21	85.60 85.60 875.34 300.00 300.00 27.54 23.78 80.39 212.77 4.34 824.24 111.89 110.39 440.64 37.08 92.99 2,923.23 339.31 470.00 470.00 530.00 178.65 42.32 203.77 151.36 7.64	8,928.87
ACH	Jan22	Wells Fargo	02/10/2022	Credit Card Processing-Mo.Svc - Jan'22 Credit Card Transaction Fees - Jan'22	9.95 908.84	918.79
ACH	Feb8 22	Employment Development Department	02/10/2022	State Taxes 2/8/22	7,806.83	7,806.83
ACH	007960	Aflac	02/10/2022	AFLAC Insurance 2/9/22	1,863.02	1,863.02
ACH	Jan22	Wells Fargo	02/11/2022	Bank Service Charge - Jan'22	262.06	262.06
ACH	Jan26-Feb8 22	Calpers Supplemental Income 457 Plan	02/11/2022	457 Plan 1/26/22-2/8/22	8,352.38	8,352.38
ACH	Feb8 22	US Treasury	02/15/2022	Federal Taxes 2/8/22	26,044.36	26,044.36
ACH	Jan22	Home Depot Credit Services	02/16/2022	Home Depot Purchases - Jan'22	843.78	843.78
15340	L1072895WB	American Messaging	02/09/2022	Pager Replacement Program 2/1/22-2/28/22	50.46	50.46
15341	17655182	AT&T	02/09/2022	Fire Backup Phone Line- 12/22/21-1/21/22	43.11	43.11
15342	5656817597 5656818145 5656835475	AutoZone, Inc.	02/09/2022	High Mileage Motor Oil/Transmission Fluid -LGPW#17 '99 Ford F350 Duralast Battery - LGPW#28 '08 Chevy Colorado Lightbulbs/Fuel Filter/Grease/Valve Caps/Funnel- PW Fleet Supply	67.11 168.97 80.39	316.47
15343	Oct-Dec 2021	California Building Standards Commission	02/09/2022	BSA Fees: Oct-Dec'21	149.40	149.40
15344	23955	City of La Mesa	02/09/2022	Household Hazardous Waste Event- 12/4/21	1,115.36	1,115.36
15345	1000322336	City of San Diego	02/09/2022	Fuel Services-PW: Jan'22	2,458.38	2,458.38
15346	02012220560	DAR Contractors	02/09/2022	Animal Disposal- Jan'22	174.00	174.00
15347	Oct-Dec 2021	Department of Conservation	02/09/2022	Qtrly SMIP Fees - Oct-Dec'21	627.70	627.70
15348	Oct-Dec 2021	Division of the State Architect	02/09/2022	State CASP Fee (\$4) - 10/1/21-12/31/21 State CASP Fee (\$1) - 10/1/21-12/31/21	159.20 1.50	160.70
15349	1/24-27/22	Esgil Corporation	02/09/2022	75% Building Fees- 1/24/22-1/27/22	6,299.74	6,299.74
15350	IN295603	Geotab USA, Inc.	02/09/2022	Monthly ProPlus Plan	197.50	197.50
15351	SIN014397	HDL Coren & Cone	02/09/2022	Contract Services Property Tax - Jan - Mar 2022	2,310.49	2,310.49
15352	66228	Horrocks Engineers Inc	02/09/2022	Prof Eng Svcs: FY19/20 Sewer Rehab Proj thru 12/31/21	3,119.00	3,119.00

15353	2/8/22	ICMA	02/09/2022	ICMA Deferred Compensation Pay Period Ending 2/8/22	780.77	780.77
15354	1722	Janazz, LLC SD	02/09/2022	IT Services- City Hall- Jan'22	2,500.00	2,500.00
15355	641224	League of California Cities	02/09/2022	League Membership Dues for 2022	11,002.00	11,002.00
15356	202201	Lemon Grove Car Wash, Inc.	02/09/2022	Oil Change/Fuel Injection Service/Wash - LGPW#31 '14 Ford Escape	202.22	202.22
15357	5260628 5260633 5264959 5275219	Mallory Safety and Supply, LLC	02/09/2022	Nitrile Gloves Nitrile Gloves/Drivers Gloves Nitrile Gloves/Safety Glasses/Earmuffs/Hi-Vis Vests Masks	247.83 1,450.33 709.17 80.82	2,488.15
15358	4373558	McNamara Pump and Electric Inc	02/09/2022	Duplex Sewage Pump Stn Svc- 6-Mo Maintenance Svc- 6794 Central	285.78	285.78
15359	INV-000203	Municipal Sewer Tools	02/09/2022	Nozzle Extensions/5 Point Socket - Sanitation	348.26	348.26
15360	3010356754	Parkhouse Tire Inc	02/09/2022	E310 4 Tires & Installation/Fleet Service	1,901.68	1,901.68
15361	PD-50228	Plumbers Depot Inc	02/09/2022	Sewer Camera- Replace 4 Wheels - LGPW#26	1,924.63	1,924.63
15362	32483345 32497939	RCP Block & Brick, Inc.	02/09/2022	Bulk Concrete Sand - Fire Stn Bulk Concrete Sand - Fire Stn	265.94 290.50	556.44
15363	3568860625/0222 4154920380/0222	SDG&E	02/09/2022	Electric Usage:St Light 1/1/22-1/31/22 Electric Usage:St Light 1/1/22-1/31/22	2,091.88 3,057.27	5,149.15
15364	115545576-001 115677240-001	SiteOne Landscape Supply, LLC	02/09/2022	Lifeguard Hat/Rubber Boots/Raingear - PW Playground Mulch - LG Park	111.03 2,528.97	2,640.00
15365	506852	South Coast Emergency Vehicle Services	02/09/2022	Replace Oil Cooler/Trans/Lockdown Bracket/Seat Belt/2"PSI - E310	9,299.89	9,299.89
15366	8065053248	Staples Advantage	02/09/2022	Office Supplies & Copy Paper - City Hall	358.45	358.45
15367	121445214-0001 121500332-0001 121685884-0001 121723391-0001 121892248-0001 122047402-0001 122272156-0001	Sunbelt Rentals Inc.		Propane Rental - 45' Art Manlift with Jib - Holiday Ornaments Propane Propane Propane Propane Propane	15.09 510.35 11.31 8.67 16.22 12.07 15.09	588.80
15368	12978	T-Man Traffic Supply	02/09/2022	Sign Supplies - Streets	616.50	616.50
15369	00114502	The East County Californian	02/09/2022	Notice of Decision - MUP-210-0007 1/28/22	217.00	217.00
15370	02/08/22	Van Lant & Fankhanel, LLP	02/09/2022	FY2021 Audit & Related Reports- Final Billing	18,500.00	18,500.00
15371	11-1559293 11-1564805	Vortex Industries, Inc.	02/09/2022	Repair Bay Door - Fire Station Repair Bay Door #1 - Fire Station	940.00 1,350.00	2,290.00
15372	73172126 73172127 73175180 73177791 73177792 73181662 73184524 73184525 73191391 73191392	Vulcan Materials Company	02/09/2022	Asphalt Asphalt Asphalt/SS1H 4.5 Gallon Bucket Asphalt Asphalt Asphalt Asphalt/SS1H 4.5 Gallon Bucket Asphalt/SS1H 4.5 Gallon Bucket Asphalt/SS1H 4.5 Gallon Bucket Asphalt	112.87 158.93 166.74 114.92 112.87 163.03 217.92 213.83 214.85 162.00	1,637.96
15373	0001475105-IN	WEX Health, Inc.	02/09/2022	COBRA - Monthly/Jan'22	85.00	85.00
15374	14VH-KPHW-4MJQ	Amazon Capital Services, Inc.	02/16/2022	16GB USB Flash Drive	28.74	28.74
15375	14067	Balestreri, Potocki & Holmes	02/16/2022	Legal Svcs; File 1019-224 - thru 12.31.21	28,110.55	28,110.55
15376	Mar 2022	California Dental Network Inc	02/16/2022	California Dental Insurance -Mar'22	168.33	168.33
15377	0000016076 0000016076 0000016076	Overtime Reimbursement - Hays 1/26/22	02/16/2022	Overtime Reimbursement - Hays 1/26/22 Overtime Reimbursement - Lopez 1/27/22 Overtime Reimbursement - Wrisley 1/22/22	1,319.28 1,255.71 1,255.71	3,830.70
15378	299	CityPlace Planning, Inc.	02/16/2022	Prof Svcs: Density Bonus Ordinance/ARLU Ordinance	2,875.00	2,875.00
15379	22CTOFLGN07	County of San Diego- RCS	02/16/2022	800 MHZ Network - Jan'22	2,251.50	2,251.50
15380	6809 7080	D- Max Engineering Inc	02/16/2022	2135 Washington TPM-0194 8/1/21-8/30/21 D-Max Stormwater Prof Svcs 1/1/22-1/31/22	971.50 6,424.70	7,396.20
15381	OSIP 69153	Department of Industrial Relations	02/16/2022	Workers Comp Admin Assessment 7/1/21-6/30/22	990.44	990.44
15382	AR011897	Grossmont Union High School District	02/16/2022	Business Cards	51.00	51.00
15383	1165303	Life-Assist, Inc.	02/16/2022	Nitrile Exam Gloves	617.03	617.03
15384	909	Local Government Consultants, LLC	02/16/2022	State Mandated Cost Svc-FY21-22 Claims Prep	1,600.00	1,600.00

15385	1138210	Michael Baker International	02/16/2022	Prof Eng Svcs: FY18/19 Sewer CIP Rehab Proj Design thru 12/31/21	7,896.00	7,896.00
15386	166043Ret 166057Ret	MIC Construction	02/16/2022	Retention - Demolition of 121 LF of Sound Wall - Pub Works Yard Retention - Installation of Concrete Sidewalk-Berry St Pk Phase2	4,501.20 3,724.80	8,226.00
15387	74265476	Occupational Health Centers of CA, A Medical Cor	02/16/2022	Medical Exam - 1/26/22	149.00	149.00
15388	INV-15-119422	Paymentus Group Inc.	02/16/2022	Transaction Fees - Jan'22	9.95	9.95
15389	3197	PIC Plumbing Services Inc	02/16/2022	Installation of Water Fountain/Bottle Filler - Rec Ctr	2,195.00	2,195.00
15390	2551	Prestige Doors Inc	02/16/2022	Repair Exit Doors - Rec Ctr Gym	295.00	295.00
15391	TM INV-004959	SBRK Finance Holdings, Inc.	02/16/2022	Prof Svcs: Financial Software Proj Mgmt thru 1/30/22	268.50	268.50
15392	Jan22	SDG&E	02/16/2022	Gas & Electric 12/22/21-1/21/22	25,607.15	25,607.15
15393	115831386-001 115831386-001	SiteOne Landscape Supply, LLC	02/16/2022	Herbicide/Roundup Promax/Speedzone E-Z Reachers/Burlap Totes/Gardner Benders Electrical Tape	365.98 232.38	598.36
15394	561040	State of California- Department of Justice	02/16/2022	Fingerprint Apps - Jan'22	64.00	64.00
					293,658.33	293,658.33



CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. 1.B
Meeting Date: March 15, 2022
Submitted to: Honorable Mayor and Members of the City Council
Department: City Manager's Office
Staff Contact: Rod Greek, Interim Administrative Services Director
rgreek@lemongrove.ca.gov
Item Title: **City of Lemon Grove Payment Demands**

Recommended Action: Ratify Demands.

Environmental Review:

- Not subject to review Negative Declaration
 Categorical Exemption, Section | Mitigated Negative Declaration

Fiscal Impact: None.

Public Notification: None.

City of Lemon Grove Demands Summary

Approved as Submitted:

Yolanda Cerezo, Interim Finance Manager
For Council Meeting: 03/15/22

ACH/AP Checks 02/23/22-03/03/22

993,848.63

Payroll - 02/22/22

116,901.88

Total Demands

1,110,750.51

CHECK NO	INVOICE NO	VENDOR NAME	CHECK DATE	Description	INVOICE AMOUNT	CHECK AMOUNT
ACH	Nov21	San Diego County Sheriff's Department	02/23/2022	Law Enforcement Services - Nov'21	540,557.93	540,557.93
ACH	78294998/2373	WEX Bank	02/23/2022	Fuel - Fire Dept/Com Dev - Jan'22	2,321.69	2,321.69
ACH	Feb22 22	Employment Development Department	02/24/2022	State Taxes 2/22/22	6,802.06	6,802.06
ACH	Feb9-Feb22 22	Calpers Supplemental Income 457 Plan	02/25/2022	457 Plan 2/9/22-2/22/22	8,265.81	8,265.81
ACH	Refill 2/24/22	Pitney Bowes Global Financial Services LLC	02/25/2022	Postage Usage 2/24/22	500.00	500.00
ACH	Feb22 22	US Treasury	02/28/2022	Federal Taxes 2/22/22	24,122.79	24,122.79
ACH	Feb22	Wage Works	02/28/2022	FSA Reimbursement - Feb'22	3,599.47	3,599.47
ACH	Mar 2022	Pers Health	03/02/2022	Pers Health Insurance - Mar'22	49,485.56	49,485.56
ACH	Feb22	Sedgwick Claims Management Services, Inc.	03/02/2022	CLG Workers Comp Claims - Feb'22	2,321.84	2,321.84
ACH	Refill 3/1/22	Pitney Bowes Global Financial Services LLC	03/02/2022	Postage Usage 3/1/22	500.00	500.00
ACH	27804190 27804191 1/12/2022 1/1/22 1/9/2022 1/19/22 1/1/22 1/18/22 1/1/22 1/7/22 1/4/22 9896480089 9897190001 9897190002 Fire-9895492052 Fire-9897731130 LF 020722	Wells Fargo	03/03/2022	Canon Financial Svcs - Canon Plotter Contract Charge 12/20/21-1/19/22 Canon Financial Svcs - Canon Plotter 2 Yr Carepack 12/20/21-1/19/22 Cox - Calsense Modem Line: 2259 Washington 1/11/22-2/10/22 Cox - Calsense Modem Line: 7071 Mt Vernon/Berry St Pk 1/1/22-1/31/22 Cox - Calsense Modem Line: 8235 Mt Vernon/Berry St Pk 1/9/22-2/8/22 Cox - Phone/PW Yard/2873 Skyline- 1/19/22-2/18/22 Cox - Phone/City Hall 1/1/22-1/31/22 Cox - Copy Room Fax Line- 1/18/22-2/17/22 Cox - MainPhone/Fire 1/1/22-1/31/22 Cox - PEG Circuit Svc- 1/7/22-2/6/22 Cox - Phone/Internet/Rec Ctr/3131 School Ln- 1/4/22-2/3/22 Verizon - Modems - Cardiac Monitors - 12/4/21-1/3/22 Verizon - City Phone Charges- 12/13/21-1/12/22 Verizon - PW Tablets- 12/13/21-1/12/22 Verizon - MDC Engine Tablets- 11/21/21-12/20/21 Verizon - MDC Engine Tablets- 12/21/21-1/20/22 Wells Fargo - Charge/Bank Fee	144.00 72.73 26.78 29.01 80.39 211.59 779.68 4.30 515.30 319.61 338.85 42.30 192.63 141.36 363.80 351.93 165.01	3,779.27
ACH	Jan26-Feb22 22	California Public Empl Retirement System	03/03/2022	Pers Retirement 1/26/22-2/22/22	64,247.07	64,247.07
15395	11616187	Aztec Fire & Safety, Inc.	02/23/2022	Annual Svc & Inspection/Portable Fire Ext/Fire AlarmSys/CHall	3,885.00	3,885.00
15396	280231-Jan22 280232-Jan22 280233-Jan22 280234-Jan22 280235-Jan22 280236-Jan22 280237-Jan22 280238-Jan22 280239-Jan22 280240-Jan22	Burke, William, & Sorensen, LLP	02/23/2022	08250-0001 General Jan'22 08250-0003 Jan'22 08250-0010 Jan'22 08250-0012.001 Jan'22 08250-0012.002 Jan'22 08250-0002 Code Enf Jan'22 08250-0011.001 Jan'22 08250-0011.002 Jan'22 08250-0011.003 Jan'22 08250-0008 Jan'22	13,199.60 182.60 365.20 614.20 99.60 332.00 149.40 2,598.30 498.00 6,694.60	24,733.50
15397	Petty Cash 2/23 Petty Cash 2/23 Petty Cash 2/23 Petty Cash 2/23 Petty Cash 2/23 Petty Cash 2/23 Petty Cash 2/23 Petty Cash 2/23 Petty Cash 2/23 Petty Cash 2/23 Petty Cash 2/23 Petty Cash 2/23	City of Lemon Grove	02/23/2022	Petty Cash- Livescans Petty Cash- Electric Engraver - Sanitation Petty Cash- Mileage 7/28/20-6/30/21 Zafico Petty Cash- Dryclean Tablecloth/City Event Petty Cash- Fuel LGPW#22 Petty Cash- Refreshments/Streets Workshop Oct'21 Petty Cash- Social Media Photos Petty Cash- Recording Services/Park Playground Equipment - 12/22/21 Petty Cash- Supplies & Refreshments/Team Building Session/City Council Petty Cash- Supplies - Security Envelopes Petty Cash- Fuel LGPW#16 Petty Cash- Repair/Toilet Tank Lid - Courtyard Bathroom	140.00 14.53 14.80 15.00 35.00 41.01 5.74 52.50 37.87 4.04 26.00 50.00	436.49
15398	INV1022157	George Hills Company	02/23/2022	Legal Svcs - GHC0031036 Jan'22 Legal Svcs - GHC0031040 Jan'22	108.00 117.00	225.00
15399	Guevarra, Ruby	Guevarra, Ruby	02/23/2022	Refund/Guevarra, Ruby/Deposit- CC- 2/5/22	200.00	200.00
15400	HS-5607-0014	Home Start, Inc.	02/23/2022	LG Homeless Outreach - Jan'22	13,943.50	13,943.50

15401	2/22/22	ICMA	02/23/2022	ICMA Deferred Compensation Pay Period Ending 2/22/22	780.77	780.77
15402	Jaimes	Jaimes, Consuelo	02/23/2022	Reissue/Refund/Jaimes, Consuelo/Deposit- LBH- 3/21/20 COVID-19 Reissue/Refund/Jaimes, Consuelo/Rental- LBH- 3/21/20 COVID-19	300.00 1,150.00	1,450.00
15403	INV38672	Logicopy	02/23/2022	Ricoh C3502 Copier Contract Charge-PW Yard-1/7/22-2/6/22 Ricoh C3502 Copier Contract Usage Charge-PW Yard-10/7/21-1/6/22	51.58 83.72	135.30
15404	74341451	Occupational Health Centers of CA	02/23/2022	Medical Exam - 2/7/22	190.00	190.00
15405	2022-31	Quality Code Publishing LLC	02/23/2022	Internet Website Updating- LG Municipal Code 1/1/22-6/30/22	240.00	240.00
15406	Feb 22 Feb 8	Southern CA Firefighters Benefit Trust	02/23/2022	LG Firefighters Benefit Trust 2/22/22 LG Firefighters Benefit Trust 2/8/22	830.70 830.70	1,661.40
15407	0001429173-IN 0001459725-IN	WEX Health, Inc.	02/23/2022	COBRA - Monthly/Oct'21 COBRA - Monthly/Dec'21	85.00 85.00	170.00
15408	022422	AAA Imaging	03/02/2022	Entertainer/Manager Permits - Cardstock	102.36	102.36
15409	#LG2022-01	American Medical Response	03/02/2022	Emergency Medical Services - FY22	29,906.00	29,906.00
15410	1/13/2022	AT&T	03/02/2022	Phone Service 1/13/22-2/12/22	90.00	90.00
15411	Casillas	Casillas, Esmeralda	03/02/2022	Refund/Casillas, Esmeralda/Deposit- ComCtr- 2/26/22	300.00	300.00
15412	4408-Dec 4408-Nov 4408-Oct ACSERV-Dec2021 ACSERV-Dec2021 ACSERV-Nov2021 ACSERV-Nov2021 ACSERV-Oct2021 ACSERV-Oct2021	City of Chula Vista	03/02/2022	Animal Control Services- Dec'21 Animal Control Services- Nov'21 Animal Control Services- Oct'21 Credit/Impound Fees/Animal Control Services- Dec'21 After Hours Calls- Dec'21 After Hours Calls- Nov'21 Credit/Impound Fees/Animal Control Services- Nov'21 Credit/Impound Fees/Animal Control Services- Oct'21 After Hours Calls- Oct'21	22,354.00 22,354.00 22,354.00 -365.00 783.28 195.82 -140.00 -125.00 587.46	67,998.56
15413	1221.01.1253	Dexter Wilson Engineering, Inc.	03/02/2022	Rate Study Assistance- Dec'21	975.00	975.00
15414	2/22-24/22 2/7-10/22	Esgil Corporation	03/02/2022	75% Building Fees- 2/22/22-2/24/22 75% Building Fees- 2/7/22-2/10/22	2,468.12 10,363.91	12,832.03
15415	28371	Excell Security, Inc.	03/02/2022	Community Center Security Guard - 2/26/22	240.00	240.00
15416	22-5064	I Love a Clean San Diego	03/02/2022	ILACSD Recycling Educ Community Outreach Events thru 1/31/22	450.00	450.00
15417	14473 14474 14475 14475 14476 14477	Infrastructure Engineering Corporation	03/02/2022	Prof Svc: 1993 Dain Dr 1/1/22-1/31/22 Prof Svc: Vista Azul 1/1/22-1/31/22 Prof Svc: FY21 Paving/CM/Inspectn 1/1/22-1/31/22 Prof Svc: FY21 Paving/CM/Inspectn 1/1/22-1/31/22 Prof Svc: 8373 Broadway 1/1/22-1/31/22 Prof Svc: 7946 Broadway/Kelvin 1/1/22-1/31/22	148.00 296.00 4,754.00 4,754.00 4,379.00 302.00	14,633.00
15418	1727 1727	Janazz, LLC SD	03/02/2022	3 Docking Stations/1 Webcam - PW 2 Laptops - City Mgr/Com Dev	527.17 2,164.98	2,692.15
15419	INV38871	Logicopy	03/02/2022	Ricoh C3502 Copier Contract Charge -PW Yard-2/7/22-3/6/22	51.58	51.58
15420	8281300153	Motorola Solutions, Inc.	03/02/2022	Replacement- Radios - PW Yard. 8 - APX 4000 Series Accessories	212.48	212.48
15421	7676	North County EVS, Inc.	03/02/2022	E10 AM Service & Safety Inspection/Replace Governor/Door Hinges	22,509.65	22,509.65
15422	74416262	Occupational Health Centers of CA	03/02/2022	Medical Exam - 2/14/22	149.00	149.00
15423	2022-30	Quality Code Publishing LLC	03/02/2022	LG Municipal Code/Reprint - City Attorney	306.50	306.50
15424	32476076	RCP Block & Brick, Inc.	03/02/2022	Bulk Concrete Sand - Fire Stn	265.94	265.94
15425	235741	Richards, Watson & Gershon	03/02/2022	Legal Svcs: 12506-0003 thru 1/31/22	6,973.60	6,973.60
15426	86016	Rick Engineering Company	03/02/2022	Prof Svc: City Engineer - 1/1/22-1/28/22	64,461.61	64,461.61
15427	2/22/2022 2/24/2022 2/24/2022	SDG&E	03/02/2022	3225 Olive- 1/22/22-2/22/22 3500 1/2 Main- 1/22/22-2/22/22 3601 1/2 LGA-1/22/22-2/22/22	167.37 213.84 46.54	427.75
15428	507042	South Coast Emergency Vehicle Services	03/02/2022	Replaced Cab Latch Mounts - E210	32.45	32.45
15429	81425 81426 81427	Southwest Signal Service	03/02/2022	Traffic Signal Service Calls - Jan'22 Bi-Monthly Traffic Signal Maintenance- Jan'22 Markout Reports - Underground Service Alert - Jan'22	5,459.83 991.65 122.04	6,573.52
15430	8065374602	Staples Advantage	03/02/2022	Office Supplies - City Hall	83.60	83.60
15431	00114504 00115002 00115334	The East County Californian	03/02/2022	Notice of Public Hearing - MUP-210-0002 2/18/22 Notice of Public Hearing - TMO-000-0064 2/18/22 Notice of Public Hearing - MUP-210-0007 2/18/22	182.00 206.50 213.50	602.00
15432	STMT 1/24/2022 STMT 1/24/2022	US Bank Corporate Payment Systems	03/02/2022	Covid-19 Antigen Rapid Tests Postage/Return Part-South Coast EVS	104.98 15.76	3,295.02

	STMT 1/24/2022			Lunch/Interview Panel/Planner 1/20/22		107.66	
	STMT 1/24/2022			Homeless Outreach Cards for Trash		300.00	
	STMT 1/24/2022			Refreshments/City Council Team Building 1/7/22		215.06	
	STMT 1/24/2022			Drinking Fountain with Bottle Filler		1,076.42	
	STMT 1/24/2022			Refreshments/Interview Panel/Planner 1/20/22		27.55	
	STMT 1/24/2022			Fuel		297.08	
	STMT 1/24/2022			Nitrile Gloves		96.90	
	STMT 1/24/2022			Marios/Protective Clothing/PW		64.63	
	STMT 1/24/2022			Registration/Park & Rec Academy/Gonzalez & Torres 2/10-11/22		750.00	
	STMT 1/24/2022			Registration/City Clerk Trng/Malone		125.00	
	STMT 1/24/2022			Zoom Subscription - Online Mtgs		93.99	
	STMT 1/24/2022			Virtual Time App - City Mtgs		19.99	
15433	120220391	Underground Service Alert/SC	03/02/2022	72 New Ticket Charges - Jan'22		128.80	128.80
15434	11-1560850	Vortex Industries, Inc.	03/02/2022	Repair Bay Door #1 - Fire Station		2,939.58	2,939.58
15435	Ware	Ware, Joseph	03/02/2022	Reimb: Livescan - 2/13/22		62.00	62.00
						993,848.63	993,848.63



CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. **1.C**

Meeting Date: March 15, 2022

Submitted to: Honorable Mayor and Members of the City Council

Department: City Manager's Office

Staff Contact: Audrey Malone, City Clerk
amalone@lemongrove.ca.gov

Item Title: **Note and File Planning Commission Meeting Minutes**

Recommended Action: Note and file the approved Planning Commission meeting minutes of October 25, 2021.

Environmental Review:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Not subject to review | <input type="checkbox"/> Negative Declaration |
| <input type="checkbox"/> Categorical Exemption, Section | <input type="checkbox"/> Mitigated Negative Declaration |

Fiscal Impact: None.

Public Notification: None.

**MINUTES OF THE VIRTUAL REGULAR MEETING
OF THE LEMON GROVE PLANNING COMMISSION
Monday, October 25, 2021 at 6 PM**

The Virtual Regular Meeting of the Planning Commission of the City of Lemon Grove, California, took place virtually pursuant to California Governor Executive Orders N-25-20, N-29-20 and N-35-20, and in the interest of public health and safety. City Council and other public meetings will be held virtual through Zoom audio only to prevent and mitigate the spread and effects of COVID.

Call To Order:

Chair Robert "Bob" Bailey called the Virtual Regular Meeting to order at 6:04 p.m.

Present:

Chair Bailey, Vice Chair Browne, Commissioner Evans, Commissioner Smith and Commissioner Jacobs.

Pledge of Allegiance:

Pledge of Allegiance to the Flag was led by Chair Bailey.

Staff Members Present:

Lydia Romero, City Manager, Noah Alvey, Community Development Manager, Elizabeth Mitchell, Planning Commission Attorney, Lieutenant Patrick McEvoy, and Audrey Malone, Deputy City Clerk.

Changes to the Agenda: Noah Alvey, Community Development Manager request to hear Item 3 after Item 1 in the interest of the public.

Public Comment:

Email Submitted: None.

Live: Liana LeBaron

Approval of Meeting Minutes:

1. November 23, 2020 and July 26, 2021

Action: Motion by Commissioner Smith seconded by Vice Chair Browne, to approve the Meeting Minutes, meeting of November 23, 2020 and July 26, 2021 with the correction of updating the action for Item 2 on the November 23, 2020 minutes and replacing Liana LeBaron as a Commissioner with Emily Jacobs on the July 26, 2021 minutes.

The motion passed by the following vote:

Ayes: Bailey, Browne, Evans, Smith, Jacobs.

Noes: None.

Absent: None.

Abstain: Jacobs (for November 23, 2020 minutes only).

Public Hearing:

3. Conditional Use Permit No. CUP-200-0002 – A request to add off-sale liquor sales (Type 21 license) at an existing convenience market located in the Transit Mixed Use (3) zone of the Downtown Village Specific Plan and addressed as 7785 Broadway, Lemon Grove

Chair Bailey introduces staff to present.

Noah Alvey, Community Development Manger presents staff report.

Commission asked questions of staff.

Public Hearing is opens at 6:25 p.m.

Chair Bailey introduces Krista Garritano, applicant's representative to present.

Commission asked questions of the applicant's representative.

Public Comment:

Email Submitted: None.

Live: Erik Jones, Alvey Perry, Galaxy A01, Janice Hana, Tory Jones, Lyn Tooby, Alicia Hermitz, Dave Sullivan, David Shorey, Toge M., Peter Hermitz, Kris Reader, Krista Garitano.

Noah Alvey, Community Development Manager makes final comments.

Commissioners asked questions of staff.

Lieutenant Patrick McEvoy with the San Diego County Sheriff's Department presents crime report.

Action: Motion by Commissioner Evans and second by Commissioner Smith to close the Public Hearing.

The motion passed by the following vote:

Ayes: Bailey, Browne, Evans, Smith, Jacobs.

Noes: None.

Absent: None.

Public Hearing closed at 7:46pm.

Commissioners deliberate.

Action: Motion by Commissioner Evans and second by Chair Bailey to conduct a public hearing and adopt the resolution denying Conditional Use Permit No. CUP-200-0002.

The motion passed by the following vote:

Ayes: Bailey, Evans, Smith, Jacobs.

Noes: Browne.

Absent: None.

Reports to Commission:

2. General Plan Housing Element Implementation

Noah Alvey, Community Development Manger presents staff report requesting feedback from the Planning Commission concerning future updates to the Accessory Dwelling Unit and Density Bonus Ordinances.

Commissioners have questions/comments for staff and provide feedback.

Business from the Development Manager: None.

Planning Commission Oral Comments and Reports on Meeting Attended at the Expense of the City: *(Government Code Section 53232.3 (d) states that members of a Legislative Body shall provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the Legislative body.)* None.

Adjournment:

There being no further business to come before the Planning Commission, Chair Bailey adjourns meeting at 8:41pm.

Audrey Malone
Planning Commission Clerk



CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. 1.D
Meeting Date: March 15, 2022
Submitted to: Honorable Mayor and Members of the City Council
Department: Administrative Services Department
Staff Contact: Rodney Greek, Interim Administrative Services Director;
rgreek@lemongrove.ca.gov
Item Title: **Regional Transportation Congestion Improvement Plan
Fee Amendment**

Recommended Action: Adopt a resolution (**Attachment A**) amending the Regional Transportation Congestion Improvement Plan Fee.

Summary: The TransNet Extension Ordinance Regional Transportation Congestion Improvement Plan (RTCIP) fee is a transportation mitigation fee collected by local jurisdictions to fund improvements to the regional arterial system. Each year, SANDAG Board of Directors (Board) may adjust the minimum fee charged.

On February 25, 2022, the Board approved a 2 percent increase to the RTCIP fee from \$2,635.50 to \$2,688.21 per new dwelling unit, effective July 1, 2022. The following discussion details the purpose of the RTCIP fee, the rationale for the 2 percent fee increase, and how future development will be affected.

Discussion:

The TransNet Extension Ordinance requires SANDAG to adjust the RTCIP fee amount each year and states that in no event shall the adjustment be less than 2 percent per year or more than the percentage set forth in the Engineering Construction Cost Index (CCI). The purpose of the adjustment is to ensure that the RTCIP retains its purchasing power to help ensure future development contributes its proportional share of the funding needed to pay for the impact of new growth on the Regional Arterial System and related regional transportation facility improvements. Further details about the RTCIP and SANDAG Board's decision to increase the fee by 2 percent for FY 2022-23 can be found in the SANDAG staff report that was presented to the SANDAG Board at their February 25, 2022 meeting (**Attachment B**).

On March 18, 2008, the City Council adopted Ordinance No. 372, establishing the requirements and procedures to impose the Regional Transportation Congestion Improvement Plan (RTCIP) fee. The intent of the RTCIP fee is to augment funding for transportation improvements to the Regional Arterial System (RAS). The following roadways in the City that are a part of the RAS include:

- Broadway - Spring Street to Lemon Grove Avenue
- College Avenue - Livingston Street to Federal Boulevard
- Federal Boulevard - College Avenue to State Route 94
- Lemon Grove Avenue - Viewcrest Drive to State Route 94
- Massachusetts Avenue - Broadway to State Route 94
- Massachusetts Avenue – Lemon Grove Avenue to Broadway
- Sweetwater Road - Broadway to Troy Street

On April 15, 2008, City Council adopted Resolution No. 2782 establishing the RTCIP fee at \$2,000 per new residential housing unit. Since that time and including this year, the RTCIP fee has been increased fourteen times by the SANDAG Board of Directors, each time by approximately 2 percent, from \$2,000 to \$2,688.21. The RTCIP fee is collected prior to issuance of building permits for new residential housing units. Failure by the City to collect the RTCIP fee may result in forfeiture of TransNet funds for the following fiscal year.

Since the fee was implemented in 2008, the City has collected a total of \$860,097. The annual totals are summarized in the table below:

Fiscal Year	Annual Total Revenue
FY 2021-22 (YTD)	\$170,532
FY 2020-21	\$35,229
FY 2019-20	\$40,351
FY 2018-19	\$52,888
FY 2017-18	\$50,484
FY 2016-17	\$51,854
FY 2015-16	\$272,580
FY 2014-15	\$130,777
FY 2013-14	\$22,134
FY 2012-13	\$6,495
FY 2011-12	\$6,369
FY 2010-11	\$8,324
FY 2009-10	\$4,080
FY 2008-09	\$8,000
FY 2007-08	\$0

It is anticipated that the \$52.71 increase in the fee will not have a significant impact on the forecasted amount to be received in FY 2022-23.

It is important to note that in FY 2015-16 the interpretation of the RTCIP requirement of the *TransNet* Ordinance states that each city may program all RTCIP fees rather than expend before seven years has passed from the point that the city collected the fee. Through prior City Council action, all collected RTCIP fees and interest earned was programmed to be expended on the Lemon Grove Avenue Realignment Project. During this fiscal year, FY 2021-22, all programmed RTCIP fees and interest earned has not been allocated. Staff will return to the City Council during the FY 2022-23 budget process, with a recommendation that all RTCIP fees and interest earned are allocated to the next street rehabilitation project that involves the regional arterial streets in the City.

Environmental Review:

- Not subject to review
- Negative Declaration
- Categorical Exemption, Section |
- Mitigated Negative Declaration

Fiscal Impact:

The increase of the fee by \$52.71 per new dwelling unit will have a negligible fiscal impact.

Public Notification: None

Staff Recommendation:

Adopt a resolution (**Attachment A**) amending the Regional Transportation Congestion Improvement Plan fee.

Attachments:

Attachment A – Resolution

Attachment B – SANDAG Board Staff Report

RESOLUTION NO. 2022-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMON GROVE,
CALIFORNIA, AMENDING THE REGIONAL TRANSPORTATION
CONGESTION IMPROVEMENT PLAN FEE**

WHEREAS, on March 18, 2008, City Council adopted Ordinance No. 372, establishing the requirements and procedures to impose the Regional Transportation Congestion Improvement Plan (RTCIP) fee; and

WHEREAS, the intent of the RTCIP fee is to provide and retain purchasing power for funding transportation improvements to the Regional Arterial System (RAS); and

WHEREAS, the City has six streets that are a part of the RAS (these include Broadway, College Avenue, Federal Boulevard, Lemon Grove Avenue, Massachusetts Avenue, and Sweetwater Road); and

WHEREAS, on April 15, 2008, City Council adopted Resolution No. 2782 establishing the RTCIP fee at \$2,000 per residence for new construction; and

WHEREAS, the fee may adjust on July 1 of each year as approved by the San Diego Association of Governments (SANDAG); and

WHEREAS, on February 25, 2022, the SANDAG Board of Directors approved the minimum 2 percent increase to the RTCIP fee, from \$2,635.50 to \$2,688.21, effective July 1, 2022; and

WHEREAS, it is anticipated that the increase in the fee will not have a significant impact on the forecasted amount to be received in FY 2022-23; and

WHEREAS, amending the RTCIP fee will allow the City to recover costs that would otherwise be absorbed by the General Fund or TransNet Fund.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lemon Grove, California, hereby:

1. Increases the RTCIP fee for each newly constructed residential unit to two thousand six hundred eighty-eight dollars and twenty-one cents (\$2,688.21); and
2. Implements the amended RTCIP fee beginning July 1, 2022.

PASSED AND ADOPTED on March 15, 2022, the City Council of the City of Lemon Grove, California, adopted Resolution No. 2022 - _____, passed by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Racquel Vasquez, Mayor

Attest:

Audrey Malone, City Clerk

Approved as to Form:

Kristen Steinke, City Attorney

TransNet Regional Transportation Congestion Improvement Program Proposed Fee Adjustment

Overview

The [TransNet Extension Ordinance](#) requires the 18 cities in the San Diego region and the County of San Diego to collect a [Regional Transportation Congestion Improvement Program \(RTCIP\)](#) fee from the private sector for each new housing unit constructed in its jurisdiction, with certain exceptions, including low-income residential units and accessory dwelling units.

The purpose of this fee is to help ensure that future development contributes its proportional share of the funding needed to pay for the impact of new growth on the Regional Arterial System and related regional transportation facility improvements as defined in the most recent Regional Transportation Plan adopted by SANDAG.

Key Considerations

SANDAG is required to adjust the minimum RTCIP fee amount on July 1, of each year based on an analysis of construction cost indices, but never less than 2%. The purpose of this annual adjustment is to ensure that the RTCIP retains its purchasing power to improve the Regional Arterial System.

Based on an analysis of construction cost trends and relevant indices, staff recommends a 2% fee adjustment to the RTCIP, raising the minimum RTCIP fee from \$2,635.50 to \$2,688.21 beginning July 1, 2022, (Attachment 1). Due to past engineering Construction Cost Index (CCI) increases being less than 2%, the steep rise in construction costs in 2021 means that the CCI has only now matched the RTCIP increases. The current recommendation is enough to ensure that the RTCIP fee maintains its purchasing power to complete necessary transportation improvements, though an increase higher than 2% may be needed next year. Further detail can be found in Attachment 1.

The TransNet Independent Taxpayer Oversight Committee reviewed this item at its February 9, 2022, meeting, and had no significant comments.

Action: Approve

The Board of Directors is asked to approve a 2% adjustment to the Regional Transportation Congestion Improvement Program, raising the minimum fee from \$2,635.50 to \$2,688.21 beginning July 1, 2022.

Fiscal Impact:

The Regional Transportation Congestion Improvement Program (RTCIP) fee would increase from \$2,635.50 to \$2,688.21 beginning July 1, 2022.

Schedule/Scope Impact:

The RTCIP fee is collected for each new housing unit constructed (with certain exceptions) and may be used for projects on the Regional Arterial System, such as new or widened arterials, traffic signal coordination, freeway interchange and related improvements, railroad grade separations, and improvements required for express bus and rail transit.

Next Steps

In accordance with TransNet Extension Ordinance provisions¹, each jurisdiction's RTCIP funding program must be submitted for review by the Independent Taxpayer Oversight Committee (ITOC) by April 1, of each year to remain eligible for TransNet local street and road funding. The annual submittal of RTCIP funding programs by local jurisdictions is scheduled for review at the April 13, 2022, ITOC meeting.

Susan Huntington, Director Financial Planning and Budgets

Key Staff Contacts: Ariana zur Nieden (619) 699-6961, ariana.zurnieden@sandag.org

Jim Miller, (619) 699-1964, jim.miller@sandag.org

Attachment: 1. Discussion Memo

¹ Section 9 of the TransNet Extension Ordinance requires that local jurisdictions establish a program or mechanism for funding the RTCIP. For purposes of the RTCIP, the Regional Arterial System is defined in the most recent Regional Transportation Plan adopted by SANDAG.

Discussion Memo

Background

The TransNet Extension Ordinance requires the 18 cities and the County of San Diego to collect a fee from the private sector for each new housing unit¹ constructed in that jurisdiction for contribution to the Regional Transportation Congestion Improvement Program (RTCIP). RTCIP revenue is required to be used to construct improvements on the Regional Arterial System, such as new or widened arterials, traffic signal coordination and other traffic improvements, freeway interchange and related freeway improvements, railroad grade separations, and improvements required for express bus and rail transit.

The Ordinance further requires SANDAG to adjust the RTCIP fee amount each year, and states that in no event shall the adjustment be less than 2% per year or more than the percentage increase set forth in the Engineering Construction Cost Index (CCI) published by the Engineering News Record (ENR), or a similar CCI. The purpose of this annual adjustment is to ensure that the RTCIP retains its purchasing power to improve the Regional Arterial System and to help ensure future development contributes its proportional share of the funding needed to pay for the impact of new growth on the Regional Arterial System and related regional transportation facility improvements, as defined in the most recent Regional Transportation Plan adopted by SANDAG.

The RTCIP funding programs fall under the responsibility of the 19 local jurisdictions, which must maintain their RTCIP funding programs and comply with specific administrative requirements in order to remain eligible for TransNet local street and road funding.

The RTCIP has been implemented in the San Diego region since July 1, 2008. Annual RTCIP fee adjustments, funding program reports, and related audits can be found at sandag.org/rtcip. Relevant excerpts can be referenced at [TransNet Extension Ordinance](#) and [SANDAG Board Policy No. 031](#).

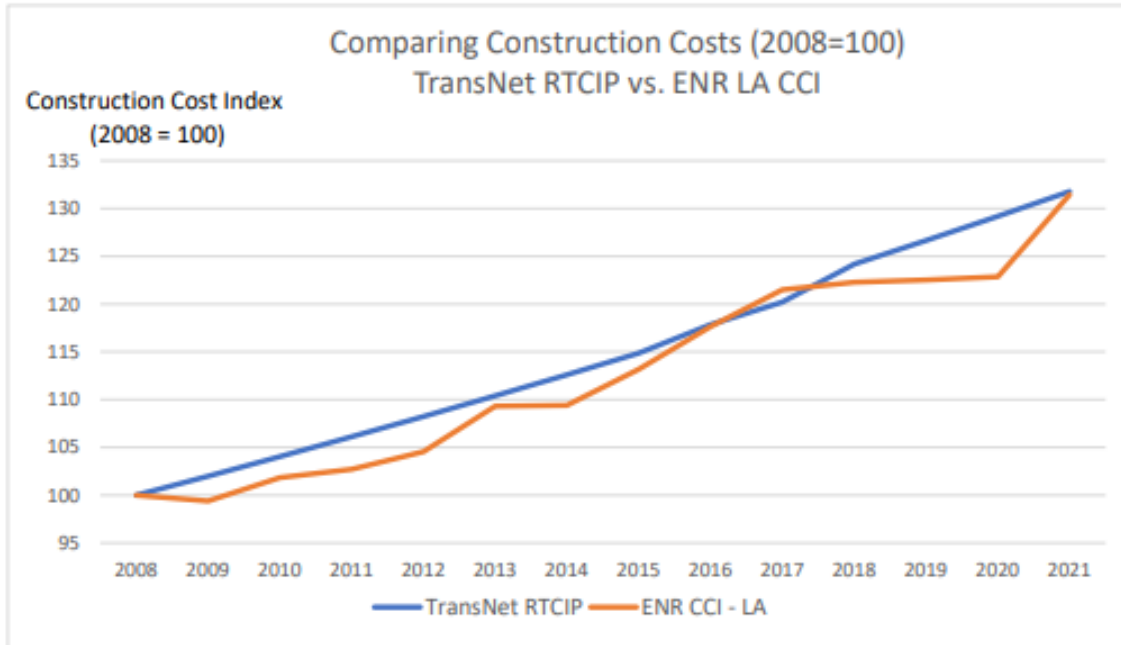
Analysis of Construction Cost Indices

SANDAG staff evaluated changes recorded in the ENR Los Angeles CCI, which is based on monthly price changes in four areas: lumber, cement, structural steel, and labor. Los Angeles reflects construction cost trends similar to those in San Diego. During the period that covers December 2020 to December 2021 (latest available data), the ENR Los Angeles CCI increased by 7.0%, after an annual increase in 2020 of only 0.3%. The ENR National CCI grew by 7.4% in 2021.

As cost indices show some volatility, it is important to focus on the longer-term picture from 2008, when the RTCIP was first instituted, when considering the required annual adjustment.

The cumulative growth of the RTCIP from 2008 through 2021 was 31.8%, with the ENR Los Angeles CCI seeing a 31.4% growth over the same period. The chart below shows how the RTCIP and the ENR Los Angeles CCI compare over time. It shows that by maintaining the annual adjustment at the minimum 2% increase required, the RTCIP has kept pace with inflation and retained its purchasing power.

¹ Units constructed for extremely low-, very low-, low-, and moderate-income households may be exempted.



As predicted, construction costs (and inflation generally) surged in the second half of 2021, after construction (and the economy generally) was negatively affected by the COVID-19 related recession in 2020 and the beginning of 2021.

The Ordinance requires SANDAG to adjust the RTCIP fee amount each year and states that in no event shall the adjustment be less than 2% per year or more than the percentage increase set forth in the Engineering CCI published by the ENR, or a similar CCI. The most recent available data shows LA CCI increased much more than the minimum 2%, but staff recommends the RTCIP be adjusted only by the required minimum of 2% in 2022. Even though CCI inflation has accelerated from its previous low pace, this 2% increase is enough to ensure that the RTCIP fee maintains its purchasing power to complete necessary transportation improvements due to past CCI increases being less than 2%.

Staff will also continue monitoring the performance of the economy, and the construction cost indices. If global economic growth continues to surge in 2022, putting additional pressure on commodity prices and labor costs, it could result in another large CCI increase. This could potentially necessitate an increase larger than the minimum 2% RTCIP increase for 2023.



CITY OF LEMON GROVE

CITY COUNCIL (AMENDED) STAFF REPORT

Item No. 1.E
Meeting Date: March 15, 2022
Submitted to: Honorable Mayor and Members of the City Council
Department: Public Works Department
Staff Contact: Mike James, Assistant City Manager / Public Works Director;
mjames@lemongrove.ca.gov
Item Title: **Award a Contract for the FY 2021-2022 Sidewalk Project to Portillo Concrete, Inc.**

Recommended Action: Adopt a resolution (**Attachment A**) awarding a contract for the FY 2021-2022 Sidewalk Project (Contract No. 2021-28) to Portillo Concrete, Incorporated.

Summary: In support of the City's Five-Year Capital Improvement Program, the City invited bids for the FY 2021-2022 Sidewalk Project (Contract No. 2021-28) on February 1, 2022. On February 17, 2022, the City received three bids. Staff determined that of the bids received, Portillo Concrete, Incorporated (Portillo) was the lowest responsive and responsible bidder with a base bid of \$42,000 and recommends a project budget not to exceed \$46,200.

Discussion: On February 1, 2022, the City invited sealed bids for the FY 2021-2022 Sidewalk Project (Contract No. 2021-28) from three professional and qualified contractors to perform work listed and shown in **Attachments B and C**, which are summarized below:

- 14 separate locations Citywide,
- Remove and replace 1,220 square feet of sidewalk,
- Remove and replace 150 square feet of driveway approach,
- Remove and replace 75 linear feet of curb and gutter,
- Remove and replace two pedestrian curb ramps,
- Remove two trees, roots and stumps, and
- Grind 25 linear feet of uneven sidewalk panels.

Staff recommended this procurement process based on the Lemon Grove Municipal Code Section 3.24.120(A) which states:

“Public projects equal to or less than the amount specified in Section 22032(a) of the California Public Contract Code may be performed by city employees by force account, by negotiated contract or by purchase order.”

Further, Section 22032(a) of the California Public Contract Code states:

“Public projects of sixty thousand dollars (\$60,000) or less may be performed by the employees of a public agency by force account, by negotiated contract, or by purchase order.” *(Amended by Stats. 2018, Ch. 169, Sec. 2. (AB 2249) Effective January 1, 2019.)*

On February 17, 2022, staff received three bid responses. Each company is listed below with its company location and project bid responses are listed below.

Company Name	Location	Base Bid
Crest Construction	El Cajon, CA	\$45,247.50
MJC Construction	Bonita, CA	\$59,880.00
Portillo Concrete	Lemon Grove, CA	\$42,000.00

Portillo submitted the lowest responsive and responsible base bid for \$42,000. Staff reviewed Portillo’s project work history and State construction licensing requirements. Its project work history were positive and Portillo has successfully performed similar work for other local governments and its construction license is current and in good standing with the State of California.

Therefore, staff concluded that Portillo is both a responsive and responsible bidder and recommends the City Council awards a contract for said work. Based on the project scope of work, staff recommends the following project budget for consideration:

Description	Amount
Construction Costs	\$42,000
Contingency – 10%	\$4,200
GRAND TOTAL	\$46,200

Because the project budget exceeds the Five Year Capital Improvement Program budget of \$35,000 per year for the annual sidewalk project, staff felt it was important to discuss

why all of the bid proposals exceeded staff allocations and how the project can proceed with additional revenue sources.

The process that staff followed to create its project list and cost estimate is similar to what was performed in the past. However, what was not anticipated were the cost increases for concrete and other materials and labor wages. In addition, the 14 locations are located all around the City which increases contractor’s mobilization costs. While staff attempted to reduce the project costs by considering grinding concrete sidewalk panels (versus removing and replacing) as much as possible, the result was a higher bid response from all contractors.

Therefore, staff recommends an additional \$11,200 be funded per the table below to complete the Fiscal Year 2021-2022 Sidewalk Project.

Account Number	Account Description	Amount
14-00-00-7300	TransNet Fund – Street/Sidewalk	\$35,000
02-00-00-7750	General Fund – Sidewalk Repair & Maint Gas Tax – Street Preventative Maint.	\$6,200
01-50-11-6270	General Fund – Sidewalk Repair	\$5,000
	Recommended Revenue Allocation	\$46,200

Environmental Review:

- Not subject to review
 Negative Declaration
 Categorical Exemption, Section | | Mitigated Negative Declaration

Fiscal Impact: Three revenues sources (Gas Tax, General and TransNet Funds) were to fund the project budget of \$46,200.00.

Public Notification: None.

Staff Recommendation: Adopt a resolution (Attachment A) awarding a contract for the FY 2021-2022 Sidewalk Project (Contract No. 2021-28) to Portillo Concrete, Incorporated.

Attachments:

- Attachment A** – Resolution
- Attachment B** – Project Location Details
- Attachment C** – Project Location Map

RESOLUTION NO. 2022 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMON GROVE, CALIFORNIA, AWARDED A CONTRACT FOR THE FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2021-28) TO PORTILLO CONCRETE, INCORPORATED

WHEREAS, the City of Lemon Grove’s Five-Year Capital Improvement Program earmarks funding for the FY 2021-22 Sidewalk Project (Contract No. 2021-28); and

WHEREAS, bids were solicited and three sealed bids were received for the FY 2021-22 Sidewalk Project (Contract No. 2021-28); and

WHEREAS, bids were opened, read aloud, and the lowest responsive and responsible bidder was Portillo Concrete, Incorporated at a base bid of \$42,000.00; and

WHEREAS, staff reviewed prior projects that were completed and confirmed that the California State License is active and current; and

WHEREAS, the City Council finds it in the public interest that a contract for said services are awarded.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lemon Grove, California hereby:

1. Awards a contract to Portillo Concrete, Incorporated in the amount of \$42,000 and establishes a project budget not to exceed \$46,200; and
2. Approves and directs the Interim Administrative Services Director to allocate \$46,200 in the Fiscal Year 2021-2022 Budget as shown below:

14-00-00-7300	TransNet Fund – Street/Sidewalk	\$35,000
02-00-00-7750	Gas Tax – Street Preventative Maint.	\$6,200
01-50-11-6270	Streets Division - Repair and Maint. - Sidewalk	\$5,000

3. Authorizes the City Manager or her designee to execute said contract (**Exhibit 1**).

PASSED AND ADOPTED on March _____, 2022, the City Council of the City of Lemon Grove, California, adopted Resolution No. 2022-_____, passed by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Racquel Vasquez, Mayor

Attest:

Audrey Malone, City Clerk

Approved as to Form:

Kristen Steinke, City Attorney

FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2022-28)

CONTRACT

THIS CONTRACT, made and entered into by and between the City of Lemon Grove, Lemon Grove, California, herein after designated as the "City", and Portillo Concrete, Inc., hereinafter designated as the "Contractor" for a term of ninety (90) days beginning the day the contract is fully executed.

WITNESSETH: that the parties hereto do mutually agree as follows:

1. For and in consideration of the payments and agreements hereinafter mentioned to be made and performed by the City, the Contractor agrees with the City to furnish all materials and labor for the Fiscal Year 2021-2022 Sidewalk Project (Contract No. 2022-28), and to perform and complete in a good and workmanlike manner all the work pertaining thereto shown on the plans and specifications therefore; to furnish at his own proper cost and expense all tools, equipment, labor and materials necessary therefore; and to do everything required by this agreement and the said plans and specifications.
2. For furnishing all said materials and labor, tools and equipment, and doing all the work contemplated and embraced in this Contract, also for all loss and damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen difficulties which may arise or be encountered in the prosecution of the work until its acceptance by the City and for all risks of every description connected with the work; also, for all expenses incurred by or in consequence of the suspension or discontinuance of work, except such as in said specifications are expressly stipulated to be borne by the City and for well and faithfully completing the work and the whole thereof, in the manner shown and described in the said plans and specifications, the City will pay an annual base amount and the Contractor shall receive in full compensation of therefore a prorated sum of forty two thousand dollars and zero cents (\$42,000.00). An additional four thousand two hundred dollars and zero cents (\$4,200.00) are allocated as a contingency amount, if needed, to create a project budget not to exceed forty six thousand two hundred dollars and zero cents (\$46,200.00)
3. The City hereby promises and agrees to employ, and does hereby employ said Contractor to provide the materials and to do the work according to the terms and conditions herein contained and referred to for the price aforesaid and hereby conditions set forth in the specification; and the said parties for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of the covenants herein contained.
4. The Notice Inviting Bids, Agreement and Bond Forms, Construction Administration Forms, Completion of the Project Forms, General Requirements and General Conditions, Drawings, Plans and Specifications, Addenda, Allowances, City Resolutions, and all amendments thereof, are hereby incorporated in and made part of this Contract.
5. The City, the City's representative, City Consultants and authorized volunteers shall not be answerable or accountable in any manner for any loss or damage that may happen to the work or any part thereof, or for any of the materials or other things used or employed

FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2022-28)

in performing the work, of for injury or damage to any person or persons, either workers, employees of Contractor or its subcontractors or the public, or for damage to adjoining or other property, from any cause whatsoever arising out of or in connection with the performance of the work. The Contractor shall be responsible for any damage or injury to any person or property resulting from defects or obstructions or from any cause whatsoever arising out of or in connection with the performance of the work, provided, however, that the Contractor shall not be liable for the sole established negligence, willful misconduct or active negligence of the City, its representatives, employees, agents and authorized volunteers who are directly responsible to the City.

- a. Contractor shall indemnify the City, City Council, City officials, City employees, City representatives, and authorized volunteers against and will hold and save them and each of them harmless from any and all actions, claims, damages to persons or property, penalties, obligations or liabilities that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization arising out of or in connection with the work, operation or activities of Contractor, its agents, employees, subcontractors or invitees, provided for herein, whether or not there is concurrent passive or active negligence on the part of the City, City Council, City officials, City employees, City representatives, and authorized volunteers, but excluding such actions, claims, damages to persons or property penalties, obligations or liabilities arising from the sole established negligence, willful misconduct or active negligence of the City, City Council, City officials, City employees, City representatives, authorized volunteers, or those who are directly responsible to them; and in connection therewith:
 - I) Contractor will defend any action or actions filed in connection with any of said claims, damages, penalties, obligations or liabilities and will pay all costs and expenses, including attorney's fees incurred in connection therewith.
 - II) Contractor will promptly pay any judgment rendered against Contractor, the City, City Council, City officials, City employees, City representatives, and authorized volunteers covering such claims, damages, penalties, obligations and liabilities arising out of or in connection with such work, operations, or activities of Contractor hereunder and Contractor agrees to save and hold the City, City Council, City officials, City employees, City representatives, and authorized volunteers harmless there from.
 - III) In the event the City, City Council, City officials, City employees, City representatives, and authorized volunteers are made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the Work, or operation or activities of Contractor hereunder, Contractor agrees to pay to the City, City Council, City officials, City employees, City representatives, and authorized volunteers any and all costs and expenses incurred by the City, City Council, City officials, City employees, City representatives, and authorized volunteers in such action or proceeding together with reasonable attorney's fees.

FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2022-28)

- IV) The City may retain, to the extent it deems necessary, the money due to the Contractor under and by virtue of the Contract Documents until disposition has been made of such actions or claims for damages as specified herein above.
6. Claims, disputes and other matters in question between the parties to this Contract, arising out of or relating to this Contract or the breach thereof, may be decided by arbitration if both parties to this Contract consent in accordance with the rules of the American Arbitration Association then obtaining unless the parties mutually agree otherwise. No arbitration arising out of or relating to this Contract, shall include, by consolidation, joinder or in any other manner, any additional person not a party to this Contract except by written consent containing a specific reference to this Contract and signed by CONTRACTOR, CITY, and any other person sought to be joined. (Any Consent to arbitration involving an additional person or persons shall not constitute consent of any dispute not described therein or with any person not named or described therein.) This agreement to arbitrate and any agreement to arbitrate with an additional person or persons duly consented to by the parties to this Contract shall be specifically enforceable under the prevailing arbitration law.
- Notice of the demand for arbitration is to be filed in writing with the other party to this Contract and with the American Arbitration Association. The demand is to be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event is the demand for arbitration to be made after the date when institution of legal or equitable proceedings based on such claim; dispute or other matter in question would be barred by the applicable statute of limitations. The award rendered by the arbitrators shall be final and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.
7. The Contractor agrees to comply with all Local, State and Federal regulations and with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act of 1970 (42 U.S.C. 1857 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.) as amended.
8. If any party brings a suit or action against the other party arising from any breach of any of the covenants or agreements or any inaccuracies in any of the representations and warranties on the part of the other party arising out of this Agreement, then in that event, the prevailing party in such action or dispute, whether by final judgment or out-of-court settlement, shall be entitled to have and recover of and from the other party all costs and expenses of suit, including attorneys fees.
9. Each and every provision of law and clause required to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted or is not inserted correctly, then upon application of either party the Contract shall forthwith be physically amended to make such insertion or correction.
10. In accordance with Government Code, Section 8546.7, records of both the City and the Contractor shall be subject to examination and audit for a period of three (3) years after

FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2022-28)

final payment.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed in three counterparts, each of which shall be deemed an original the day and year first above written.

CONTRACTOR:

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Federal ID Number: _____

CITY:

By: _____

Title: City Manager, City of Lemon Grove

Date: _____

ATTEST:

By: _____

Title: City Clerk, City of Lemon Grove

(Notaries acknowledgement of execution by all PRINCIPALS OF CONTRACTOR shall be attached.)

FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2022-28)

CORPORATE CERTIFICATE

I, _____, certify that I am the _____ of the Corporation named as Contractor in the foregoing Contract; that _____, who signed said contract on behalf of the Contractor, was then _____ of said Corporation; that said contract was duly signed for and in behalf of said Corporation by authority of its governing body and is within the scope of its corporate powers.

Signed: _____

Title: _____

Corporate Seal: _____

FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2022-28)

PARTNERSHIP CERTIFICATE

STATE OF _____)
 _____) ss
 COUNTY OF _____)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for said County and State, personally appeared:

_____ (Notary Seal)

Known to me to be _____ of the partners of the partnership that executed the within instrument, and acknowledged to me that such partnership executed the same.

Signature: _____

Name (Type or Print): _____
 (Notary Public in and for said County and State)

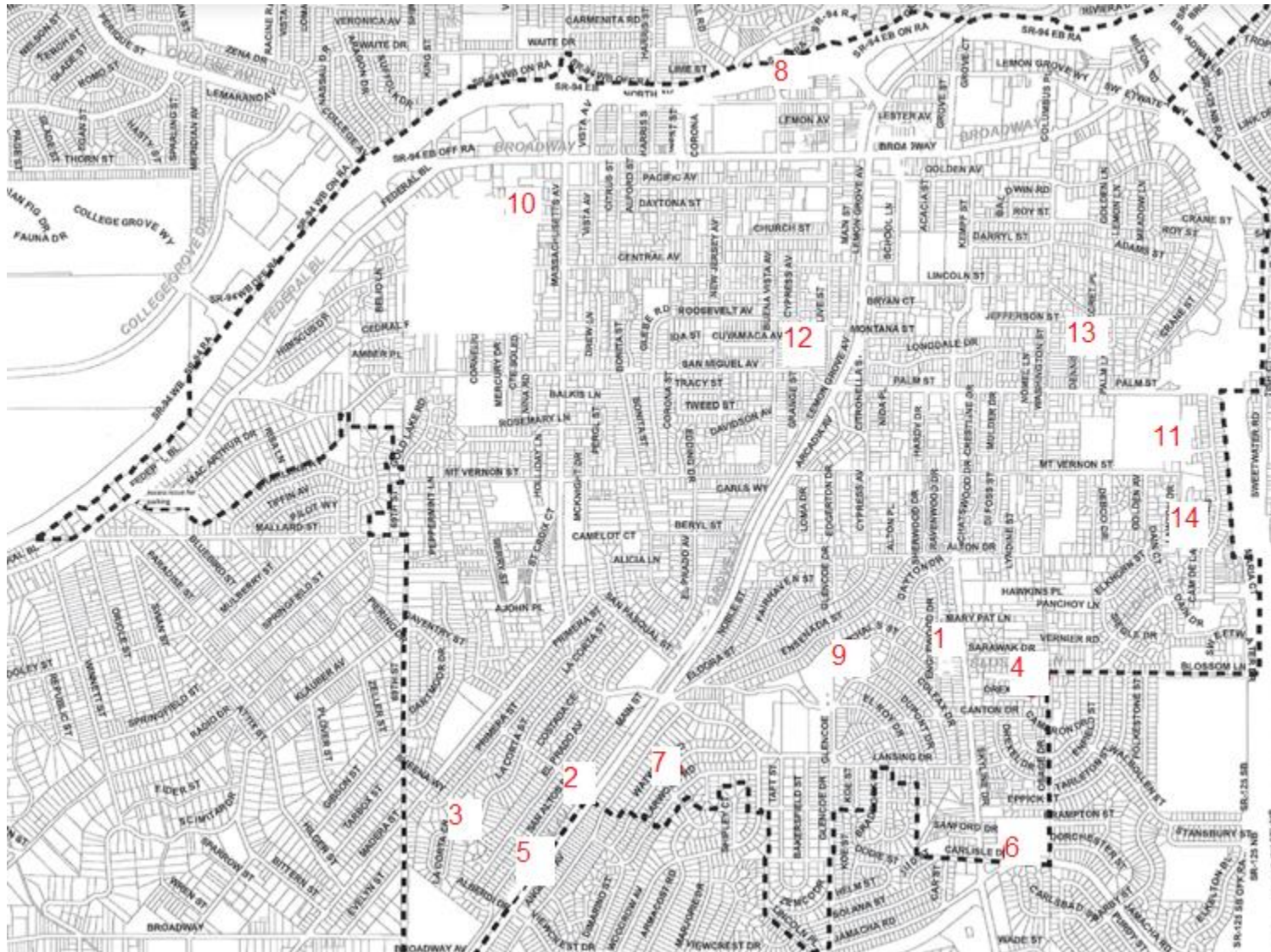
My Commission expires: _____

Attachment B – Project Location Details

Project No. 2021-28 CITYWIDE SIDEWALK REPAIRS								
SITE NUMBER	LOCATION	SF SIDEWALK	SF D.WAY APPROACH	LF CURB/GUTTER	ADA RAMP	TREE & ROOTS	GRIND LF	C/G=CURB & GUTTER, S/W=SIDEWALK, D/W=DRIVEWAY, R/R=REMOVE AND REPLACE, G=GRIND, UNLESS NOTED
1	1856 ENGLEWOOD	125				1		s/w=25x5
2	1574 SAN ALTOS	75						s/w=15x5
3	LA CORTA & LA CORTA CIRCLE				2			n/a
4	8029 BLOSSOM	25						s/w=5X5, AROUND WATER METER
5	1434 SAN ALTOS	125	60					s/w=10x5, d/w=20x3, s/w=15x5
6	CARLISLE (EAST OF SKYLINE)	175		35		1		s/w=35x5, c/g=35
7	1613 WATWOOD	75						s/w=15x5
8	BUENA VISTA	50						UNDER HWY 94, s/w=10x5
9	7816 NICHALS	25						s/w=5x5
10	7147 WESTVIEW	25						s/w=5x5
11	2626 CAM D L PALMAS						15	g=3x5
12	2831/2839 CYPRESS	360						s/w=4x40, s/w 4x50
13	2815 DENNIS	50						s/w=10x5
14	8557 CALLE SUR	110	90	40			10	s/w=22x5, d/w=18x5, c/g=40, g=2x5
	TOTAL	1,220	150	75	2	2	25	TOTALS

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Attachment C – Project Location Map





CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. 1.E
Meeting Date: March 15, 2022
Submitted to: Honorable Mayor and Members of the City Council
Department: Public Works Department
Staff Contact: Mike James, Assistant City Manager / Public Works Director;
mjames@lemongrove.ca.gov
Item Title: **Award a Contract for the FY 2021-2022 Sidewalk Project to Portillo Concrete, Inc.**

Recommended Action: Adopt a resolution (**Attachment A**) awarding a contract for the FY 2021-2022 Sidewalk Project (Contract No. 2021-28) to Portillo Concrete, Incorporated.

Summary: In support of the City's Five-Year Capital Improvement Program, the City invited bids for the FY 2021-2022 Sidewalk Project (Contract No. 2021-28) on February 1, 2022. On February 17, 2022, the City received three bids. Staff determined that of the bids received, Portillo Concrete, Incorporated (Portillo) was the lowest responsive and responsible bidder with a base bid of \$42,000 and recommends a project budget not to exceed \$46,200.

Discussion: On February 1, 2022, the City invited sealed bids for the FY 2021-2022 Sidewalk Project (Contract No. 2021-28) from three professional and qualified contractors to perform work listed and shown in **Attachments B and C**, which are summarized below:

- 14 separate locations Citywide,
- Remove and replace 1,220 square feet of sidewalk,
- Remove and replace 150 square feet of driveway approach,
- Remove and replace 75 linear feet of curb and gutter,
- Remove and replace two pedestrian curb ramps,
- Remove two trees, roots and stumps, and
- Grind 25 linear feet of uneven sidewalk panels.

Staff recommended this procurement process based on the Lemon Grove Municipal Code Section 3.24.120(A) which states:

“Public projects equal to or less than the amount specified in Section 22032(a) of the California Public Contract Code may be performed by city employees by force account, by negotiated contract or by purchase order.”

Further, Section 22032(a) of the California Public Contract Code states:

“Public projects of sixty thousand dollars (\$60,000) or less may be performed by the employees of a public agency by force account, by negotiated contract, or by purchase order.” *(Amended by Stats. 2018, Ch. 169, Sec. 2. (AB 2249) Effective January 1, 2019.)*

On February 17, 2022, staff received three bid responses. Each company is listed below with its company location and project bid responses are listed below.

Company Name	Location	Base Bid
Crest Construction	El Cajon, CA	\$45,247.50
MJC Construction	Bonita, CA	\$59,880.00
Portillo Concrete	Lemon Grove, CA	\$42,000.00

Portillo submitted the lowest responsive and responsible base bid for \$42,000. Staff reviewed Portillo’s project work history and State construction licensing requirements. Its project work history were positive and Portillo has successfully performed similar work for other local governments and its construction license is current and in good standing with the State of California.

Therefore, staff concluded that Portillo is both a responsive and responsible bidder and recommends the City Council awards a contract for said work. Based on the project scope of work, staff recommends the following project budget for consideration:

Description	Amount
Construction Costs	\$42,000
Contingency – 10%	\$4,200
GRAND TOTAL	\$46,200

Because the project budget exceeds the Five Year Capital Improvement Program budget of \$35,000 per year for the annual sidewalk project, staff felt it was important to discuss

why all of the bid proposals exceeded staff allocations and how the project can proceed with additional revenue sources.

The process that staff followed to create its project list and cost estimate is similar to what was performed in the past. However, what was not anticipated were the cost increases for concrete and other materials and labor wages. In addition, the 14 locations are located all around the City which increases contractor’s mobilization costs. While staff attempted to reduce the project costs by considering grinding concrete sidewalk panels (versus removing and replacing) as much as possible, the result was a higher bid response from all contractors.

Therefore, staff recommends an additional \$11,200 be funded per the table below to complete the Fiscal Year 2021-2022 Sidewalk Project.

Account Number	Account Description	Amount
14-00-00-7300	TransNet Fund – Street/Sidewalk	\$35,000
02-00-00-7750	General Fund – Sidewalk Repair & Maint	\$6,200
01-50-11-6270	General Fund – Sidewalk Repair	\$5,000
	Recommended Revenue Allocation	\$46,200

Environmental Review:

- Not subject to review
 Negative Declaration
 Categorical Exemption, Section | | Mitigated Negative Declaration

Fiscal Impact: Three revenues sources (Gas Tax, General and TransNet Funds) were to fund the project budget of \$46,200.00.

Public Notification: None.

Staff Recommendation: Adopt a resolution (Attachment A) awarding a contract for the FY 2021-2022 Sidewalk Project (Contract No. 2021-28) to Portillo Concrete, Incorporated.

Attachments:

- Attachment A** – Resolution
- Attachment B** – Project Location Details
- Attachment C** – Project Location Map

RESOLUTION NO. 2022 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMON GROVE, CALIFORNIA, AWARDED A CONTRACT FOR THE FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2021-28) TO PORTILLO CONCRETE, INCORPORATED

WHEREAS, the City of Lemon Grove’s Five-Year Capital Improvement Program earmarks funding for the FY 2021-22 Sidewalk Project (Contract No. 2021-28); and

WHEREAS, bids were solicited and three sealed bids were received for the FY 2021-22 Sidewalk Project (Contract No. 2021-28); and

WHEREAS, bids were opened, read aloud, and the lowest responsive and responsible bidder was Portillo Concrete, Incorporated at a base bid of \$42,000.00; and

WHEREAS, staff reviewed prior projects that were completed and confirmed that the California State License is active and current; and

WHEREAS, the City Council finds it in the public interest that a contract for said services are awarded.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lemon Grove, California hereby:

1. Awards a contract to Portillo Concrete, Incorporated in the amount of \$42,000 and establishes a project budget not to exceed \$46,200; and
2. Approves and directs the Interim Administrative Services Director to allocate \$46,200 in the Fiscal Year 2021-2022 Budget as shown below:

14-00-00-7300	TransNet Fund – Street/Sidewalk	\$35,000
02-00-00-7750	Gas Tax – Street Preventative Maint.	\$6,200
01-50-11-6270	Streets Division - Repair and Maint. - Sidewalk	\$5,000

3. Authorizes the City Manager or her designee to execute said contract (**Exhibit 1**).

PASSED AND ADOPTED on March _____, 2022, the City Council of the City of Lemon Grove, California, adopted Resolution No. 2022-_____, passed by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Racquel Vasquez, Mayor

Attest:

Audrey Malone, City Clerk

Approved as to Form:

Kristen Steinke, City Attorney

FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2022-28)

CONTRACT

THIS CONTRACT, made and entered into by and between the City of Lemon Grove, Lemon Grove, California, herein after designated as the "City", and Portillo Concrete, Inc., hereinafter designated as the "Contractor" for a term of ninety (90) days beginning the day the contract is fully executed.

WITNESSETH: that the parties hereto do mutually agree as follows:

1. For and in consideration of the payments and agreements hereinafter mentioned to be made and performed by the City, the Contractor agrees with the City to furnish all materials and labor for the Fiscal Year 2021-2022 Sidewalk Project (Contract No. 2022-28), and to perform and complete in a good and workmanlike manner all the work pertaining thereto shown on the plans and specifications therefore; to furnish at his own proper cost and expense all tools, equipment, labor and materials necessary therefore; and to do everything required by this agreement and the said plans and specifications.
2. For furnishing all said materials and labor, tools and equipment, and doing all the work contemplated and embraced in this Contract, also for all loss and damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen difficulties which may arise or be encountered in the prosecution of the work until its acceptance by the City and for all risks of every description connected with the work; also, for all expenses incurred by or in consequence of the suspension or discontinuance of work, except such as in said specifications are expressly stipulated to be borne by the City and for well and faithfully completing the work and the whole thereof, in the manner shown and described in the said plans and specifications, the City will pay an annual base amount and the Contractor shall receive in full compensation of therefore a prorated sum of forty two thousand dollars and zero cents (\$42,000.00). An additional four thousand two hundred dollars and zero cents (\$4,200.00) are allocated as a contingency amount, if needed, to create a project budget not to exceed forty six thousand two hundred dollars and zero cents (\$46,200.00)
3. The City hereby promises and agrees to employ, and does hereby employ said Contractor to provide the materials and to do the work according to the terms and conditions herein contained and referred to for the price aforesaid and hereby conditions set forth in the specification; and the said parties for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of the covenants herein contained.
4. The Notice Inviting Bids, Agreement and Bond Forms, Construction Administration Forms, Completion of the Project Forms, General Requirements and General Conditions, Drawings, Plans and Specifications, Addenda, Allowances, City Resolutions, and all amendments thereof, are hereby incorporated in and made part of this Contract.
5. The City, the City's representative, City Consultants and authorized volunteers shall not be answerable or accountable in any manner for any loss or damage that may happen to the work or any part thereof, or for any of the materials or other things used or employed

FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2022-28)

in performing the work, of for injury or damage to any person or persons, either workers, employees of Contractor or its subcontractors or the public, or for damage to adjoining or other property, from any cause whatsoever arising out of or in connection with the performance of the work. The Contractor shall be responsible for any damage or injury to any person or property resulting from defects or obstructions or from any cause whatsoever arising out of or in connection with the performance of the work, provided, however, that the Contractor shall not be liable for the sole established negligence, willful misconduct or active negligence of the City, its representatives, employees, agents and authorized volunteers who are directly responsible to the City.

- a. Contractor shall indemnify the City, City Council, City officials, City employees, City representatives, and authorized volunteers against and will hold and save them and each of them harmless from any and all actions, claims, damages to persons or property, penalties, obligations or liabilities that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization arising out of or in connection with the work, operation or activities of Contractor, its agents, employees, subcontractors or invitees, provided for herein, whether or not there is concurrent passive or active negligence on the part of the City, City Council, City officials, City employees, City representatives, and authorized volunteers, but excluding such actions, claims, damages to persons or property penalties, obligations or liabilities arising from the sole established negligence, willful misconduct or active negligence of the City, City Council, City officials, City employees, City representatives, authorized volunteers, or those who are directly responsible to them; and in connection therewith:
 - I) Contractor will defend any action or actions filed in connection with any of said claims, damages, penalties, obligations or liabilities and will pay all costs and expenses, including attorney's fees incurred in connection therewith.
 - II) Contractor will promptly pay any judgment rendered against Contractor, the City, City Council, City officials, City employees, City representatives, and authorized volunteers covering such claims, damages, penalties, obligations and liabilities arising out of or in connection with such work, operations, or activities of Contractor hereunder and Contractor agrees to save and hold the City, City Council, City officials, City employees, City representatives, and authorized volunteers harmless there from.
 - III) In the event the City, City Council, City officials, City employees, City representatives, and authorized volunteers are made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the Work, or operation or activities of Contractor hereunder, Contractor agrees to pay to the City, City Council, City officials, City employees, City representatives, and authorized volunteers any and all costs and expenses incurred by the City, City Council, City officials, City employees, City representatives, and authorized volunteers in such action or proceeding together with reasonable attorney's fees.

FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2022-28)

- IV) The City may retain, to the extent it deems necessary, the money due to the Contractor under and by virtue of the Contract Documents until disposition has been made of such actions or claims for damages as specified herein above.
6. Claims, disputes and other matters in question between the parties to this Contract, arising out of or relating to this Contract or the breach thereof, may be decided by arbitration if both parties to this Contract consent in accordance with the rules of the American Arbitration Association then obtaining unless the parties mutually agree otherwise. No arbitration arising out of or relating to this Contract, shall include, by consolidation, joinder or in any other manner, any additional person not a party to this Contract except by written consent containing a specific reference to this Contract and signed by CONTRACTOR, CITY, and any other person sought to be joined. (Any Consent to arbitration involving an additional person or persons shall not constitute consent of any dispute not described therein or with any person not named or described therein.) This agreement to arbitrate and any agreement to arbitrate with an additional person or persons duly consented to by the parties to this Contract shall be specifically enforceable under the prevailing arbitration law.
- Notice of the demand for arbitration is to be filed in writing with the other party to this Contract and with the American Arbitration Association. The demand is to be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event is the demand for arbitration to be made after the date when institution of legal or equitable proceedings based on such claim; dispute or other matter in question would be barred by the applicable statute of limitations. The award rendered by the arbitrators shall be final and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.
7. The Contractor agrees to comply with all Local, State and Federal regulations and with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act of 1970 (42 U.S.C. 1857 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.) as amended.
8. If any party brings a suit or action against the other party arising from any breach of any of the covenants or agreements or any inaccuracies in any of the representations and warranties on the part of the other party arising out of this Agreement, then in that event, the prevailing party in such action or dispute, whether by final judgment or out-of-court settlement, shall be entitled to have and recover of and from the other party all costs and expenses of suit, including attorneys fees.
9. Each and every provision of law and clause required to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted or is not inserted correctly, then upon application of either party the Contract shall forthwith be physically amended to make such insertion or correction.
10. In accordance with Government Code, Section 8546.7, records of both the City and the Contractor shall be subject to examination and audit for a period of three (3) years after

FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2022-28)

final payment.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed in three counterparts, each of which shall be deemed an original the day and year first above written.

CONTRACTOR:

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Federal ID Number: _____

CITY:

By: _____

Title: City Manager, City of Lemon Grove

Date: _____

ATTEST:

By: _____

Title: City Clerk, City of Lemon Grove

(Notaries acknowledgement of execution by all PRINCIPALS OF CONTRACTOR shall be attached.)

FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2022-28)

CORPORATE CERTIFICATE

I, _____, certify that I am the _____ of the Corporation named as Contractor in the foregoing Contract; that _____, who signed said contract on behalf of the Contractor, was then _____ of said Corporation; that said contract was duly signed for and in behalf of said Corporation by authority of its governing body and is within the scope of its corporate powers.

Signed: _____

Title: _____

Corporate Seal: _____

FISCAL YEAR 2021-2022 SIDEWALK PROJECT (CONTRACT NO. 2022-28)

PARTNERSHIP CERTIFICATE

STATE OF _____)
) ss
COUNTY OF _____)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for said County and State, personally appeared:

_____ (Notary Seal)

Known to me to be _____ of the partners of the partnership that executed the within instrument, and acknowledged to me that such partnership executed the same.

Signature: _____

Name (Type or Print): _____
(Notary Public in and for said County and State)

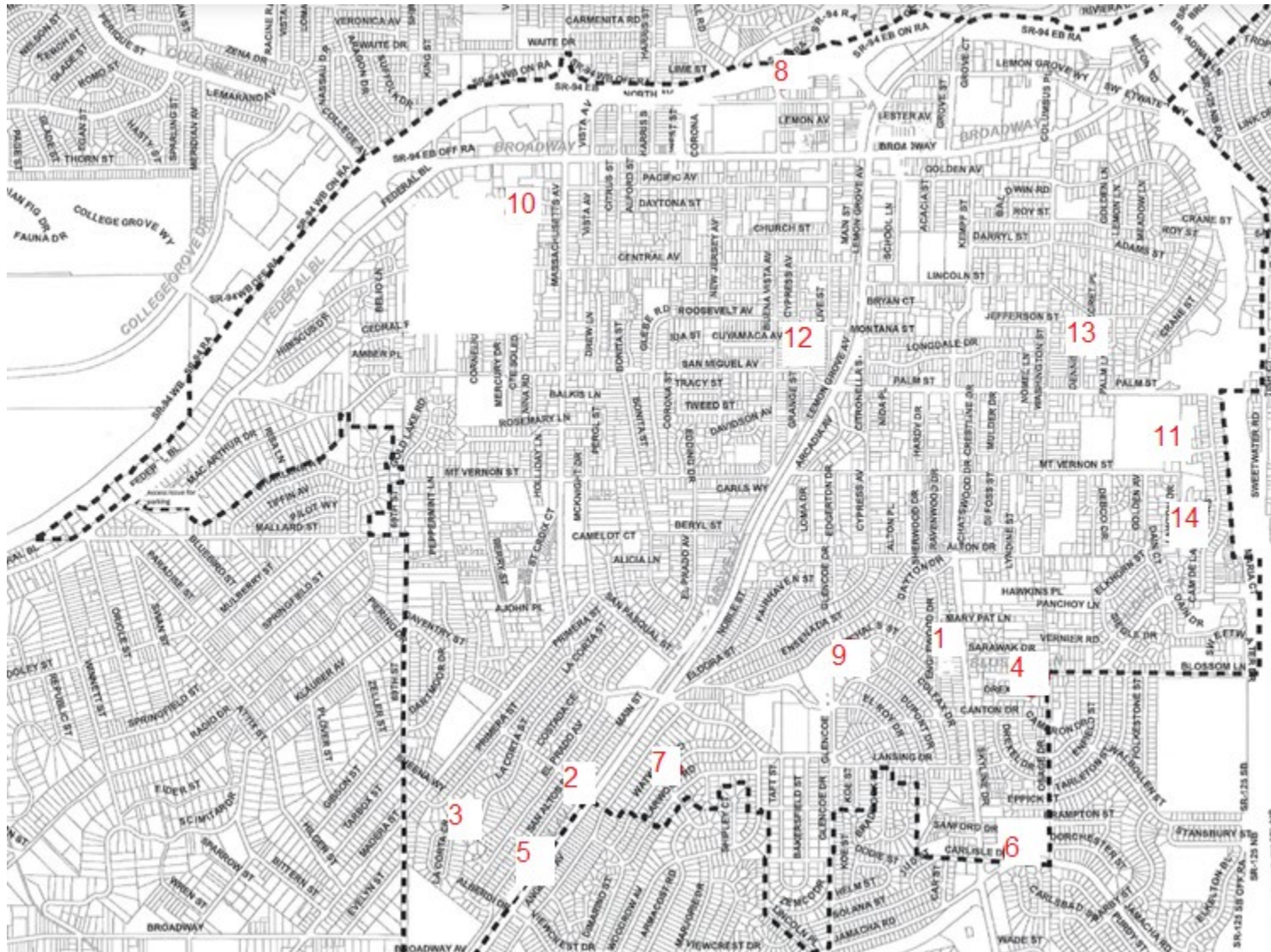
My Commission expires: _____

Attachment B – Project Location Details

Project No. 2021-28 CITYWIDE SIDEWALK REPAIRS								
SITE NUMBER	LOCATION	SF SIDEWALK	SF D.WAY APPROACH	LF CURB/GUTTER	ADA RAMP	TREE & ROOTS	GRIND LF	C/G=CURB & GUTTER, S/W=SIDEWALK, D/W=DRIVEWAY, R/R=REMOVE AND REPLACE, G=GRIND, UNLESS NOTED
1	1856 ENGLEWOOD	125				1		s/w=25x5
2	1574 SAN ALTOS	75						s/w=15x5
3	LA CORTA & LA CORTA CIRCLE				2			n/a
4	8029 BLOSSOM	25						s/w=5X5, AROUND WATER METER
5	1434 SAN ALTOS	125	60					s/w=10x5, d/w=20x3, s/w=15x5
6	CARLISLE (EAST OF SKYLINE)	175		35		1		s/w=35x5, c/g=35
7	1613 WATWOOD	75						s/w=15x5
8	BUENA VISTA	50						UNDER HWY 94, s/w=10x5
9	7816 NICHALS	25						s/w=5x5
10	7147 WESTVIEW	25						s/w=5x5
11	2626 CAM D L PALMAS						15	g=3x5
12	2831/2839 CYPRESS	360						s/w=4x40, s/w 4x50
13	2815 DENNIS	50						s/w=10x5
14	8557 CALLE SUR	110	90	40			10	s/w=22x5, d/w=18x5, c/g=40, g=2x5
	TOTAL	1,220	150	75	2	2	25	TOTALS

EN
English (United S

Attachment C – Project Location Map





CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. **2.**

Meeting Date: March 15, 2022

Submitted to: Honorable Mayor and Members of the City Council

Department: Community Development Department

Staff Contact: Bill Chopyk, Interim Community Development Manager;
bchopyk@lemongrove.ca.gov

Item Title: **2021 General Plan Annual Progress Report**

Recommended Action: Adopt a resolution (**Attachment A**) accepting the 2021 General Plan Annual Progress Report (Report) and direct staff to submit the Report to both the California State Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD).

Summary: State law requires cities and counties to annually review and authorize the submission of a General Plan Annual Progress Report (Report) to the State. The Report includes status of General Plan implementation and progress toward meeting regional housing needs. In preparing the Report, staff distributed sections of the Report to the appropriate City departments for review and input. Staff recommends that the City Council adopt the resolution accepting the Report and direct staff to submit the Report to both the Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD) as more fully described in the resolution.

Environmental Review:

- Not subject to review
- Negative Declaration
- Categorical Exemption, Section | | Mitigated Negative Declaration

Fiscal Impact: None

Attachments:

Attachment A – Resolution

Attachment B – 2021 General Plan Annual Progress Report

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMON GROVE, CALIFORNIA, ACCEPTING THE 2021 GENERAL PLAN ANNUAL PROGRESS REPORT AND DIRECTING STAFF TO SUBMIT THE REPORT TO THE STATE OF CALIFORNIA IN ACCORDANCE WITH GOVERNMENT CODE SECTION 65400(a)(2)

WHEREAS, Government Code 65400(a)(2) mandates that all cities and counties provide an annual report to their legislative bodies, the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD) on the status of the General Plan and the progress of its implementation, including the progress on meeting its share of regional housing needs pursuant to Section 65584 and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing pursuant to Government Code Section 65583(c)(3); and

WHEREAS, the project is not subject to the California Environmental Quality Act (CEQA) because the report does not meet the definition of a “project” per Section 21065 of the CEQA Guidelines; and

WHEREAS, on March 15, 2022, staff presented the 2021 General Plan Annual Progress Report to the City Council for its review and acceptance; and

WHEREAS, the City Council reviewed the 2021 General Plan Annual Progress Report and finds that it accurately reflects the status of the City’s General Plan implementation.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lemon Grove, California, hereby accepts the 2021 General Plan Annual Progress Report and directs staff to submit the Report to the Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD).

PASSED AND ADOPTED on March 15, 2022, the City Council of the City of Lemon Grove, California, adopted Resolution No. _____, passed by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Racquel Vasquez, Mayor

Attest:

Audrey Malone, City Clerk

Approved as to Form:

Kristen Steinke, City Attorney

City of Lemon Grove 2021 General Plan Annual Progress Report



Source: Courtesy of Lemon Grove Historical Society

March 2022



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EXECUTIVE SUMMARY

The purpose of this General Plan Annual Progress Report (APR) is to inform the City Council and the residents of the City of Lemon Grove (City) regarding the implementation status of the General Plan. California Government Code Section 65400(a) requires that cities and counties “investigate and make recommendations to the legislative body regarding reasonable and practical means for implementing the general plan or element of the general plan, so that it will serve as an effective guide for orderly growth and development, preservation and conservation of open-space land and natural resources, and the efficient expenditure of public funds relating to the subjects addressed in the general plan.”

The APR is required to be prepared and submitted to the City Council, Governor's Office of Planning and Research (OPR), and the California Department of Housing and Community Development by April 1st of each year. The APR should address:

- The status of the General Plan and efforts in its implementation;
- The City's efforts in meeting its share of the regional housing needs; and
- Local efforts to remove governmental constraints to the maintenance, improvement, and development of housing.

This report summarizes the planning and implementation activities for the City from January 1st to December 31, 2021. In addition to the aforementioned requirements, the APR includes relevant ongoing and completed planning activities, programs, and permits, including applicable program tracking numbers. Appendix 1 includes a detailed status report of all implementation activities, except completed activities which have been removed from Appendix 1. Appendix 2 is comprised of the State mandated Housing Element Progress Report including permits issued and approved, as well as estimated affordability levels.

COMMUNITY DEVELOPMENT

In accordance with the General Plan, the City has focused efforts on revising regulations and requirements to ensure consistency with State law and streamline the development review process for projects.

- The City issued building permits for 41 projects (26 accessory dwelling units, 15 single family residences, and 66 multi-family residences) in 2021. (Program Item # 177 & 178)
- The City was awarded the Coronavirus Emergency Supplemental Funding (CESF) Program Grant in 2020 to implement a Homeless Outreach Program in partnership with Home Start and the Sheriff's Department, Lemon Grove Substation.



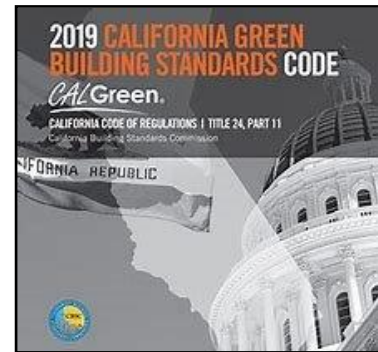
- In 2021 the City was awarded Community Development Block Grant Coronavirus (CDBG-CV) Program funds to conduct proactive homeless outreach and to provide housing services.



MOBILITY

The objective of the Mobility Element is a well-designed and maintained roadway system that enhances safety, ensures adequate capacity to meet future travel needs and minimizes negative impacts on surrounding neighborhoods and businesses.

- The City continues to install/replace pedestrian ramps and sidewalks at various locations. Often times those locations are near streets/intersections that are being treated as a part of the annual street rehabilitation project. (Program Item #45)
- The Connect Main Street Promenade plan provides for signage, pedestrian pathways, and community open space promoting transit utilization. The City is actively designing Phases I-III with \$4.9M of grant funds and City staff continues to seek and apply for additional grant funding to design and construct Phases IV-VII. Additionally, another transit oriented development project, the Kelvin Project was approved in 2021 and will provide 66 multi-family dwelling units located near local transit.



PUBLIC FACILITIES

Utilities, including water, sewer, power, and communications, and public services, including schools, library, law enforcement, and fire protection, are collectively referred to as public facilities in the General Plan. The vision for future public facilities includes opportunities for personal growth and community life, enriched cultural and urban amenities, and a prosperous business community.

- The City Council approved a five-year lease with the County of San Diego to maintain the local Sheriff substation (Program Item #88)
- Justice Assistance Grant (JAG) awards in 2018, 2019, and 2021 continue to fund the Bicycle Patrol Program (BPP) in the Lemon Grove Substation.

SAFETY

The Safety Element seeks to maintain Lemon Grove's small town feeling by promoting a safe environment where people and property are protected from hazards arising from natural events or urban life.



- The Sheriff's Crime Prevention Division continues to partner with the City to educate youth in safe bicycling habits. (Program Item #120)
- Staff conduct weekly coordination meetings with the Sheriff's Department to discuss high crime areas and coordinate Code Enforcement issues. (Program Item #124)

NOISE

Protecting the City's quiet environments is the goal of the Noise Element. The Zoning Ordinance include standards which are applied to individual projects through the permitting process. As an example, a 66-unit mixed use residential project on Broadway was approved in February 2021 and the project was required to reduce noise from State Routes 94 and 125.

CONSERVATION AND RECREATION

The Conservation and Recreation Element sets forth goals for preserving the City's heritage, using natural resources efficiently, providing recreational opportunities, and enhancing open spaces. In 2020, the City was awarded both a SANDAG, TransNet Smart Growth Incentive Program (SGIP) Grant for the construction of Connect Main Street Phase 1 and 2 and a Green Infrastructure Program Grant from the California Natural Resources Agency for Connect Main Street Phase 3 that is expected to commence in 2022. The Connect Main Street project which will provide additional walking, biking, and recreational facilities along a Bikeway Master Plan corridor (Program Item #143).



*Community Garden at Treganza
Heritage Park*

HOUSING

The State of California identifies the provision of decent and affordable housing for every Californian as a statewide goal. The Housing Element must meet the requirements of California Government Code Sections 65583 and 65584, which require local governments to adequately plan to meet the existing and projected housing needs of all economic segments. The Housing Element addresses this goal through the provision of identified land, which provides opportunities for developing a variety of housing types; and through policies and programs designed to assist the development of housing for all income levels and those with special needs. The City continues to encourage accessory dwelling units, which are a valuable source of lower income housing through the dissemination of information and implementation of State Law (Program Item #177)



HEALTH AND WELLNESS

The Health and Wellness Element identifies goals implementing the City's vision for good health in the community.

- In 2021, the City's second Medical Marijuana Dispensary began operation (Program Item #185)
- The City also secured grant funding for Phases 1 through 3 of the Connect Main Street project which will promote active living after completion. (Program Item #189)

Appendix Item 1 - Implementation Activities



March 2022

2021 General Plan Annual Progress Report

Item #	Community Development Element	Element Policies	Task	Mitigation Measure	Funding	Not Started	In Progress	On-going	Completed	Status
1	Consistent Zoning Ordinance	--	Update the Zoning Ordinance to be consistent with the goals of the General Plan.	4.1-2	General Fund			X	X	The Lemon Grove Municipal Code (LGMC) is updated on an ongoing basis to address changes in the community and state law. In 2020, City Council adopted Ordinance Numbers 455 and 456 which, respectively, simplify temporary sign regulations and clarify appeal hearing procedures. The City is currently working on an ADU Ordinance and Density Bonus Ordinance
6	Inviting Gateways	5.2	Establish identifiable gateways and community boulevards evoking a sense of arrival.	--	Developers, General Fund, Smart Growth Incentive Program Grant Funds, SAGE project, TDA, TransNet, Sanitation, RTCIP, IIG, CDA, Street Reserve			X		The City continues to search for opportunities to enhance gateways and grant funds to support the design/construction costs. The City is developing various gateways in conjunction with the development of the STA 1 area. The City continues to design, with Smart Growth Incentive Grant and California Natural Resources Grant to complete Phase 1-3 of the Connect Main Street Project.
9	Beautified Trolley Corridor	5.1, 5.2, 5.4	Beautify the trolley corridor to increase visual qualities and encourage trolley ridership.	--	General Fund, MTS Annual Maintenance funds			X		The City will continue to maintain the Lemon Grove Avenue / Trolley corridor while also searching for and applying for grant funds to support future design and beautification efforts.



11	Massachusetts Station, STA II	1.1, 2.1, 2.2, 2.4, 5.2	Develop a specific plan for STA II (Massachusetts Station).	4.1-6	Developers, General Fund	X				A specific plan may be developed in coordination with a future project in this area. In 2016, the City completed a "Smart Growth" grant planning project to extend the Main Street Promenade project along the trolley corridor called Connect Main Street and completed construction of the first segment between Broadway and City Hall in 2017. The City was awarded a 2018 SANDAG Smart Growth Incentive Program (SGIP) grant for construction of additional Connect Main Street phases.
23	Compatible Home Occupations in Neighborhoods	1.1	Continue to enforce the Home Occupation Ordinance which establishes specific restrictions.	--	General Fund			X		All home occupation businesses require a business license and are reviewed to ensure compliance with the Development Code. Any complaints received are inspected by the Code Enforcement Division. In 2021, the Code Enforcement Division took initial actions to bring unpermitted Home-shares into compliance by formally notifying home-share hosting platforms of City regulations.
25	Broadway Retail Commercial	1.2, 1.4, 4.1, 4.2	Continue to monitor the Broadway retail commercial activity outside of the STAs and support redevelopment.	--	Developers, Business Operators, General Fund		X	X		The City monitors all retail commercial activity within the City. The City used CARES Act funding in 2021 to provide no cost Temporary Use Permits to businesses operating outdoors.
27	Existing Specific Plans	1.3	Encourage further development within the Downtown Village	--	Developers, General Fund		X	X		Citronica I (56 housing units), Citronica II (80 housing units), and Celsius I (84 units) are complete. Kelvin, a 66-unit mixed use project at the former Berry's Athletic



			<i>Specific Plan and Broadway Commercial Project Specific Plan areas.</i>							<i>Supply parcel was permitted in 2021 and currently under construction. The City completed the first phase of the Connect Main Street project in 2017 and secured grants in 2020 to finish construction through Phase 3.</i>
31	<i>Business Growth</i>	4.1, 4.2, 4.3, 4.4, 4.5	<i>Encourage business growth through proactive outreach strategies.</i>	--	<i>General Fund, Developers</i>			×	×	<i>The City continues ongoing communications with the business community and encourages business growth. The Community Development Agency implemented two grant programs to assist retail business owners, but the programs are suspended due to the dissolution of the agency and lack of funds. The City maintains webpages with helpful business resources and City staff regularly meet with prospective business operators to encourage business growth. The City also monitors for regulatory reform opportunities such as the 2017 Brewery Ordinance which provided for by right brewing, winemaking, and distilling with certain City districts. The City used CARES Act funding in 2021 to provide no cost Temporary Use Permits to businesses operating outdoors during the Covid-19 pandemic.</i>
33	<i>Participation in Regional Planning</i>	6.1, 6.2	<i>Represent the community's best interest and play a pro-active role in developing regional planning strategies.</i>	--	<i>General Fund</i>			×		<i>The City regularly participates in regional planning activities. City Council and staff participate on regional boards and committees (e.g., LAFCO, Metro JPA, MTS, SANDAG) and report on pertinent issues as needed. In 2020, the City challenged the allocation of housing units assigned to the</i>



											<i>City by SANDAG through the Regional Housing Needs Assessment methodology.</i>
35	<i>Housing Element Implementation</i>	2.3, 2.4	<i>Continue attempting to implement the Lemon Grove Housing Element and periodically update the Element to reflect population and development trends as required by State Law.</i>	4.3-1	<i>General Fund</i>			×	×		<i>The City adopted the 2021-2029 Lemon Grove Housing Element, and is working to achieve certification by the State Department of housing and Community Development (HCD). In 2020, the City secured SB 2 grant funds for the planned 2021 Housing Element update. Separately, the City also joined a lawsuit challenging its allocation of needed housing through the Regional Housing Needs Assessment process.</i>
38	<i>Traffic Impact Assessment</i>	1.6	<i>Establish guidelines for Traffic Impacts Report.</i>	4.2-13	<i>General Fund</i>					×	<i>The City uses both the Institute of Transportation Engineers and the City of San Diego's traffic standards. Traffic Impact Reports are required by the Contract City and Traffic Engineer if needed for discretionary projects.</i>
39	<i>Neighborhood Traffic Control</i>	1.2, 1.3	<i>Monitor local street traffic in neighborhoods adjacent to Skyline Drive, Central Avenue, and San Miguel Avenue.</i>	--	<i>General Fund</i>					×	<i>The residential traffic management program was created to outline the process for local residents to request residential traffic improvements.</i>



40	Traffic Signal Coordination and Optimization	1.2	Consider conducting a signal timing optimization and coordination study to improve traffic flows on Broadway and the adjacent cross-street intersections.	4.2-12	Transnet, SB1			×	Individual intersections are analyzed and adjusted as needed (and as funding allows) to increase the efficiency and safety of vehicular, pedestrian, and bicycle travel.
44	Lemon Grove Ave, State Route 94 Intersection	1.2, 1.3	Plan to conduct a detailed traffic operational study for the purpose of identifying traffic signal phasing improvements in conjunction with the trolleys.	--	General Fund, Prop 1b Funds, Transnet			×	The City continues to assessment traffic patterns on its regional arterial streets as well as gateway entrances to the City.
48	Bikeway Implementation and Funding	3.1, 3.2	Strongly consider adoption of the Bicycle Facilities Sub-Element as the Bikeway Plan for the City of Lemon Grove.	--	General Fund, Developers			×	No additional updates of the Bikeway Master Plan have occurred since it was adopted in 2016. The Connect Main Street Special Treatment Area provides for dedicated bike lanes and walking/jogging paths that parallel Lemon Grove Avenue from the Lemon Grove Avenue Trolley Depot to the Massachusetts Avenue Trolley Depot. The General Plan Update may consider additional bikeway projects and funding opportunities.
50	Review Parking Standards	5.1, 5.2, 5.4	Conduct a review of current parking standards with a	--	General Fund			×	Parking standards will be further analyzed with updates to the General Plan and/or Specific Plans.



			<i>particular focus on mixed-use and transit.</i>						
52	<i>Evaluation of Parking Alternatives</i>	<i>5.1, 5.4, 5.6</i>	<i>Evaluate alternatives to increasing the supply of parking in areas where parking is proposed for elimination. This effort should be coordinated with the development of street access guidelines.</i>	<i>4.2-7</i>	<i>General Fund</i>			×	<i>Parking supply will be further analyzed with updates to the General Plan and/or Specific Plans.</i>
57	<i>High Accident Locations</i>	<i>1.3, 1.5</i>	<i>Continue to develop and utilize the Accident Data Base to identify high accident locations.</i>	<i>--</i>	<i>General Fund</i>			×	<i>The City, with assessment and input from the Sheriff's Traffic Division, continues to identify high-accident locations and analyze ways to reduce collisions.</i>
58	<i>State Route 94 Access</i>	<i>1.4</i>	<i>Continue to examine methods of improving access to and from SR-94, particularly due to the closure of the Grove Street Ramp.</i>	<i>4.2-8</i>	<i>General Fund</i>			×	<i>With the recently completed Lemon Grove Avenue Realignment Project and Undergrounding Utility Project, the City will continue to search for funding to afford any future improvements to accessibility.</i>
60	<i>Construction Monitoring</i>	<i>1.2,1.6</i>	<i>Plan to monitor the construction of roadway-</i>	<i>4.2-2</i>	<i>General Fund</i>			×	<i>The Engineering Division approves roadway related public improvement plans and the</i>



			<i>related improvements, including sidewalk, parking, and bicycle facility improvements.</i>							<i>construction of required public improvements.</i>
61	<i>Comprehensive Transit Service</i>	2.1	<i>Promote the provision of comprehensive transit services to residents by coordinating with MTS for the continued operation of bus routes and trolley service for the City.</i>	--	<i>General Fund, State and Regional Grants</i>				×	<i>The Connect Main Street Project creates convenient pedestrian paths between the bus stops and the two trolley stops in the City. The City continues to investigate opportunities for improvements.</i>
62	<i>Transit Supportive Development</i>	2.3	<i>Encourage new development to incorporate design features which promote transit utilization, including mixed-use residential/commercial components.</i>	2.3	<i>General Fund</i>				×	<i>The Connect Main Street Promenade plan provides for signage, pedestrian pathways, and community open space promoting transit utilization. The City is actively designing Phases I-III with \$4.9M of grant funds. City staff continues to seek and apply for additional grant funding to design and construct Phases IV-VII. Another development near transit locations include: Kelvin Project (66 multi-family dwelling units).</i>
64	<i>Transportation needs of the Elderly and Disabled</i>	2.4	<i>Continue to promote the provision of special needs transportation for</i>	--	<i>General Fund, TDA, FTA, SANDAG Active Transportation Grant</i>				×	<i>Staff explores all options to promote the special transportation needs for full public access to city facilities and programs.</i>



			<i>the elderly and disabled population in Lemon Grove.</i>						
65	<i>Promotion of Alternative Modes</i>	<i>2.1, 2.2, 3.2</i>	<i>Undertake an aggressive program to encourage Lemon Grove commuters to utilize alternative transportation modes.</i>	--	<i>General Fund</i>			X	<i>Staff monitors several different programs and will advance these programs as appropriate.</i>
67	<i>Bicycle Safety Awareness Program</i>	<i>3.4</i>	<i>Aggressively promote the Bicycle Safety Awareness Program as established in the Bikeway Plan.</i>	--	<i>General Fund, TDA Funds, OTS Funds</i>			X	<i>The Sheriff's Department promotes bicycle awareness through giveaway events and safety education. The City partnered with CirculateSanDiego and the San Diego Bike Coalition on several local biking events, education programs, bicycle tune ups, and programs to educate and inform participants on bike safety, including the annual Bike to Work event in May 2019 (SANDAG grant)</i>
76	<i>Coordinated Power Service</i>	<i>2.1</i>	<i>Coordinate closely with service providers wanting to enter the local power market.</i>	--	<i>Power Providers</i>	X			<i>The City does not anticipate pursuing this goal due to local government constraints.</i>
79	<i>State-of-the-Art Telecommunication Services</i>	<i>3.1</i>	<i>Urge telecommunication service providers to install advanced communication</i>	--	<i>Telecommunication Providers, Developers, General Fund</i>			X	<i>The City has processed and approved numerous telecommunication projects and continues to review all new projects in accordance with City policy as well as Federal Communications Commission regulations.</i>



			<i>facilities in Lemon Grove.</i>							
87	<i>Sufficient Law Enforcement Service</i>	5.3	<i>When the City renews the service contract with the Sheriff's Department, consider whether the contracted staffing levels reflect local service standard demographics and crime trends.</i>	4.4-5	<i>General Fund</i>				X	<i>Each year during the annual budgeting process, the City examines the level of service necessary to meet the City's needs prior to renewing the Sheriff's contract.</i>
88	<i>Local Sheriff's Office</i>	5.3, 5.4	<i>Work with the Sheriff's Department in future years to maintain the local station.</i>	--	<i>General Funds</i>				X	<i>The City Council approved a five-year lease with the County of San Diego to maintain the local Sheriff substation. The City Manager's Office coordinates with the Sheriff's Department on grant funding opportunities and grant award management. In 2017, the City was awarded the Justice Assistance Grant (JAG) to implement a Bicycle Patrol Program (BPP) in the Lemon Grove Substation. JAG awards in 2018, 2019, and 2021 continue to fund the program.</i>
89	<i>Retired Volunteer Senior Patrol (RVSP)</i>	5.3, 5.4	<i>Continue to support the Retired Volunteer Senior Patrol (RVSP) program and help recruit new members.</i>	--	<i>Sheriff's Department</i>				X	<i>The City continues to support the Senior Volunteer Patrol program. There are over 10 community members actively participating.</i>



94	Safe Schools	6.1, 6.2, 6.4	Coordinate with the local school districts to evaluate student safety.	--	School Districts, Sheriff's Department, General Fund				×	The City and Sheriff's Department communicates with the school district focusing on student safety on an on-going basis.
98	Improve Federal Boulevard Drainage	2.1, 2.2	Study the infrastructure required to reduce the area subject to the 100-year flood, and investigate funding options to construct the improvements. Coordinate improvements with the City of San Diego.	4.15-1	Bond Revenue, General Fund, Assessment District		×	×	×	The City continues to rely on its Drainage Master Plan that was updated in 2019. The recommendations include multiple locations citywide that may be improved as capital improvement projects. As funding becomes available the projects are listed as funded rather unfunded and design/constructed in that fiscal year.
103	Safe Buildings	1.1, 1.2	For existing development, strive to enforce current building codes to reduce the potential for structural failure during an earthquake. Require improvements where necessary to bring buildings up to code.	4.10-2	General Fund, Private Property Owners				×	The City's Building Division enforces current building codes. City Council adopted Ordinance 454 on December 17, 2019, thus codifying the 2019 California Building Standards for enforcement in 2020.



120	Positive Youth Activities	5.1, 5.2, 5.4	<p><i>Deter youth from alcohol and other drug use, gang involvement, and vandalism. Encourage and provide recreation, education, and prevention programs through forums like the schools, churches, the Student Safety Patrol, the Juvenile Fire Setters Program, and other civic programs and organizations.</i></p>	4.15-18	<p><i>General Fund, Sheriff's Department, Civic Organizations, Lemon Grove School District, Grossmont Union High School District, County of San Diego</i></p>			x	<p><i>The City co-sponsors and provides four camps and recreational activities for youth within the City. The Sheriff's Crime Prevention Division continues to partner with the City and its partners to educate the youth in safe bicycling habits.</i></p>
123	Updated Storm Drainage General Plan	2.1	<p><i>Endeavor to update the Storm Drainage General Plan to reassess current drainage inadequacies, identify required improvements and funding sources, and prioritize improvement projects and incorporate them into the Five-Year</i></p>	4.15-3	<p><i>General Fund, Assessment Districts, Community Development Block Grants</i></p>			x	<p><i>The City continues to rely on its Drainage Master Plan that was updated in 2019. The recommendations include multiple locations citywide that may be improved as capital improvement projects. As funding becomes available the projects are listed as funded rather unfunded and design/constructed in that fiscal year.</i></p>



			<i>Capital Improvement Program.</i>							
124	<i>Target High Crime Areas</i>	5.2, 5.3	<i>Each year, when renewing the law enforcement contract with the County Sheriff's Department, endeavor to identify high crime areas in Lemon Grove, probable causes, and a plan to reduce criminal activity.</i>	4.15-21	<i>General Fund, Sheriff's Department</i>				×	<i>Staff meets with the Sheriff's Department on a regular basis to discuss high crime areas, trends and actions necessary to reduce crime in these areas. Extra presence was sent to problem locations to assist in deterring crime.</i>
126	<i>Future Residential Development</i>	2.1, 3.0	<i>Review future residential development for conformance with California Noise Insulation Standards, which requires that interior noise levels for both single-family and multiple-family dwelling units</i>	4.7-2	<i>Developers</i>				×	<i>All new residential development is required to comply with the California Noise Insulation Standards.</i>



			<i>equal 45 decibels or less.</i>							
127	<i>Minimal Noise Impacts from New Development</i>	<i>1.1, 2.1, 4.1</i>	<i>Review proposed development projects for noise impacts to determine if the noise conditions are incompatible with the proposed use.</i>	<i>4.7-3</i>	<i>Developers</i>				<i>×</i>	<i>All new development is reviewed for noise compatibility. Noise studies are required as applicable to ensure compatibility.</i>
138	<i>Historic Preservation Ordinance</i>	<i>1.1, 1.2</i>	<i>Consider adopting a Historic Preservation Ordinance that could incorporate: 1) prohibiting the demolition of a structure or object on the Historic Sites List until the condition of the structure, rehabilitation cost, and reuse potential have been evaluated; and 2) measures to preserve the structure.</i>	<i>4.12-3</i>	<i>General Fund</i>	<i>×</i>				<i>The City has not initiated a Historic Preservation Ordinance, however, the 2019 California Historical Building Code contains alternative building regulations the preservation of historic buildings listed within the General Plan. Protections for sites identified in the Lemon Grove Historical Society's historic sites may be incorporated into future Planning efforts.</i>



143	Increased Bicycle Transportation	8.1, 8.2, 8.5	Subject to funding availability, implement the Bicycle Facilities Sub-Element of the Mobility Element to help improve regional air quality in addition to improving bicycle safety.	4.9-3	ISTEA, the California Bicycle Transportation Act, TransNet, the Transportation Development Act, Traffic Mitigation Fees, Development Street Improvements		x	x	The City is actively implementing the 2006 update of the Bikeway Master Plan. In 2020, the City secured grant funding to allow for the design and construction of phases 1 through three 3 of the Connect Main Street project which will provide additional facilities along a Bikeway Master Plan corridor.
146	Visually Enhanced Open Space	11.2, 11.3	Subject to funding availability, maximize the benefit of open spaces such as the trolley right-of-way and parks through enhanced landscaping and maintenance.	--	SAFE TEALU, General Fund			x	Landscaping of the Trolley Corridor is completed. In 2016, the City completed the Connect Main Street design project along the trolley corridor. In 2020, the City secured grant funding to allow for the construction design and construction of phases 1 through three 3 of the Connect Main Street project which will provide enhanced landscaping features along the trolley right-of-way.
177	Promote a Balanced Mix of Housing (2 & 7)	2.1-2.6, 7.1-7.2	Encourage a balanced mix of housing. Assist in the development of adequate housing to meet the needs of extremely low, very low, low, and moderate income households.	Program 2-21	General Fund, CDBG, HOME funds, LIHTC, Tax-Exempt Multi-Family Revenue Bonds, Tax Credit for Low Income Rental Housing, HOPWA, Non-profit Developers		x	x	The City continues to encourage accessory dwelling units which are a valuable source of low income housing through the dissemination of information and implementation of State Law as amended by legislation like Assembly Bill 68. The City also promotes smart growth housing opportunities adjacent to its trolley stations. In 2020, the City entitled two transit supportive developments, a 17 unit apartment project with a very low income affordable component and a 66 unit mixed



										<p><i>use building with ground floor retail, within a half mile of the a Lemon Grove Station trolley stop. Programs to be developed pursuant to the Housing Element include "Utilize Density Bonus Provisions", "Preserve Affordable Dwelling Units "At-Risk" of Converting to Market Rates", "Cooperate/Coordinate with Housing Developers, Agencies, and Tenant Groups", "Pursue Affordable Housing Sources", and "Coordinate Section 8 Housing Choice Vouchers and Public Housing". In 2017, the City met all housing needs for the 2010-2020 Housing Element cycle (RHNA).</i></p>
178	Provision of Housing (3 & 6)	3.1-3.8, 6.1	<p><i>Encourage the adequate provision of housing in a variety of costs, types, styles, locations, and tenures to meet the existing and future needs of Lemon Grove residents. Provide adequate housing sites.</i></p>	Program 1-21	<p><i>General Fund, CDBG, HOME funds, LIHTC, Tax-Exempt Multi-Family Revenue Bonds, Tax Credit for Low Income Rental Housing, HOPWA, Developers</i></p>			X	<p><i>The City issued building permits for 24 dwelling units in 2020, as compared to 9 dwelling units in 2019 and issued 8 Certificates of Occupancy, as compared to 26 Certificates of Occupancy in 2019. The Planning Division actively coordinates with developers to promote housing development. In 2020, the City secured SB 2 grant funds for the preparation of a 2021 Housing Element Update.</i></p>	



181	Address Governmental Constraints (8)	8.1-8.3	Address impediments to the provision of housing.	Program 6- 7, 12, 14- 15	General Fund		×	×	<p><i>A density bonus ordinance was adopted in 2016 and allows deviations of development standards. The Planned Development Permit process also allows for deviations of development standards. The City's development impact and processing fees for new housing units are amongst the lowest in the County. Processing times for new developments in the City are generally faster than most jurisdictions in the County. City Council Ordinance 386 (adopted 2009) simplified the discretionary permit process. City Council Ordinance 394 (adopted 2010) reduced development standards to promote development consistent with the General Plan goals. City Council Ordinance 438 was adopted in 2016 implementing several Housing Element obligations. In February 2019, City Council adopted Ordinance 451 providing opportunities for development of an emergency shelter without discretionary action in compliance with Government Code Section 65583(a)(4)(A). In 2020, the City was awarded an Senate Bill 2 (SB 2) Planning Grant to implement planning and permit processing improvements to increase housing production.</i></p>
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182	<p><i>Safe Comfortable Public Spaces (1.1)</i></p>	<p><i>1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5</i></p>	<p><i>Provide safe and comfortable streets and public spaces that foster physical and social connections.</i></p>	<p><i>Program 1-4</i></p>	<p><i>General Fund, Grant Funds</i></p>			<p><i>×</i></p>	<p><i>The City was awarded both a SANDAG, TransNet Smart Growth Incentive Program (SGIP) Grant for the construction of Connect Main Street Phase 1 and 2 that began in 2020 and a Green Infrastructure Program Grant from the California Natural Resources Agency for Connect Main Street Phase 3 that is expected to commence in 2022. The City was awarded the Coronavirus Emergency Supplemental Funding (CESF) Program Grant in 2020 to implement a Homeless Outreach Program in partnership with Home Start and the Sheriff's Department, Lemon Grove Substation. In 2021, the City was also awarded Community Development Block Grant Coronavirus (CDBG-CV) Program funds to conduct proactive homeless outreach and to provide housing services.</i></p>
183	<p><i>Bicycle and Pedestrian Connections (1.2)</i></p>	<p><i>1.2.1, 1.2.2, 1.2.3</i></p>	<p><i>Provide bicycle and pedestrian routes throughout the City connecting people with transit, parks, schools, employment, shopping, and residences.</i></p>	<p><i>Program 1-4</i></p>	<p><i>General Fund, Grant Funds</i></p>			<p><i>×</i></p>	<p><i>The City has completed 90% design drawings for Connect Main Street Phases I-III. This project will provide bike and pedestrian routes through the City.</i></p>



185	Diverse Flourishing Economy (2.2)	2.2.1, 2.2.2	Provide a diverse flourishing economy that promotes public health.	Program 1-4	General Fund		X	<p><i>The first segment of the Connect Main Street project was constructed on Main Street between Broadway and Pacific Ave. in 2017 and a SANDAG Smart Growth Incentive Program (SGIP) grant for construction of additional Connect Main Street phases was awarded to the City in 2018. The Lemon Grove Avenue freeway realignment was also substantially completed in 2018 and the undergrounding of utilities commenced in 2020 by SDG&E. In 2017, the City Council approved an ordinance to allow for light manufacturing, brewpubs, wine bars and related accessory uses which would streamline the process for breweries and encourage an "alive after 5" atmosphere. As a result, 13 Point Brewery opened its doors in late 2018. Residential development also continued to thrive over the past year. In 2018, construction began on Mallard Court (12 units) and Dain Drive (13 units) developments as well as the completion and occupancy of the Grove Lofts apartment (16 units) and Cascio Court (12 units). In 2020, the City Council approved a commercial mixed-use project on the Broadway Corridor and a housing mixed-use project, bringing needed housing and retail to downtown Lemon Grove. 2020 also saw the opening of the first medical marijuana dispensary in Lemon Grove and a second dispensary opened in 2021.</i></p>
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186	Healthy Affordable Foods (3.1)	3.1.1, 3.1.2, 3.1.3, 3.1.4	Connect neighborhoods to healthy affordable food.	Program 1-4	General Fund, Grant Funds			X	<p>In 2014, an Ordinance allowing for community gardens was adopted resulting in construction of Lemon Grove's first community garden beginning in 2018. The City has completed the construction of the Main Street Promenade project. The Connect Main Street design project is complete and the first phase was constructed in 2017. In 2015, a farmer's market commenced in the Main Street Promenade. In 2016, City Council adopted regulations requiring minimum edible plants for new housing units. In 2020, the City secured grant funding to construct the Connect Main Street project through Phase 3 which will provide facilities which to improve connections between the community and grocery stores.</p>
189	Active Living (4.2)	4.2.1, 4.2.2, 4.2.3, 4.2.4., 4.2.5, 4.2.6	Promote buildings and open spaces that encourage active living	Program 3-4	General Fund, Grant Funds			X	<p>Most residential developments projects within the City are required to provide outdoor space and amenities for residents and the Lemon Grove Municipal Code provides additional incentives for the provision of enhanced open or recreational spaces.</p>

Appendix Item 2 - Housing Element Progress Report
(To Be Prepared)



CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. 3.
Meeting Date: March 15, 2022
Submitted to: Honorable Mayor and Members of the City Council
Department: Finance Department
Staff Contact: Rod Greek, Interim Administrative Services Director;
rgreek@lemongrove.ca.gov
Item Title: **FY 2021-2022 General Fund Budget Mid-Year Report & Other Fund Adjustments**

Recommended Action: Adopt a resolution (**Attachment A**) approving the Fiscal Year 2021-22 City of Lemon Grove Budget adjustments.

Summary: Staff is presenting updated forecasts of the City's General Fund and various other funds budget. Adopting budget adjustments to reflect revised revenue and expenditure projections improves the accuracy of the budget. Furthermore, the report is designed to provide Council and the public with a review of City's financial health.

Discussion:

Fiscal Year 2021-22 (FY 2021-22) Adopted General Fund Budget

Lemon Grove's General Fund is the City's primary day-to-day operating fund. Public safety, government administration, community services, street maintenance, environmental programs, and park maintenance are all funded through the General Fund. The City has other programs that are funded with restricted revenue sources. Those other funds, as well as the Lemon Grove Sanitation District, are not being discussed tonight, as their funds are not available for general city government services.

In June 2021, City Council adopted the General Fund budget. The formally adopted budget anticipated General Fund revenue of \$15,915,222 and expenditures including capital expenditures of \$16,836,386 with the addition of one-time funds totaling \$1,058,000 from a court settlement resulting in a bottom line estimated surplus of \$136,836. The one-time unanticipated settlement revenue that was received in FY 2020-21 was available in General Fund Balance Reserves at the end of fiscal year 2021-22.

FY 2021-22 Activity

In government finance there is a delay of about one to three months in receiving revenue and paying invoices. Although we are eight months into the fiscal year, most of the revenue and expenditures reflect July-December activity. As of February 15th, the General Fund had received \$8,707,664 in revenue out of a budgeted \$15,915,222, about 54%. As of February 15th, the General Fund had expended \$8,243,760 out of a budgeted \$16,836,386, about 49%.

Looking at the revenue and expenditures totals year to date does not provide much insight into what the City can anticipate for the remainder of the fiscal year. It is more valuable to analyze each revenue source and expenditure line item, incorporating information gained since the budget was adopted to make updates. After adjusting specific revenue sources and expenditures, the new estimated bottom line can be totaled, providing a window into the City's probable financial future. The following information is focused solely on this current fiscal year.

Most of the requested revenue and expenditure adjustments are discussed in the following two sections. A complete list is provided in the table on pages 7 and 8 of this report.

General Fund Revenue

Sales Tax

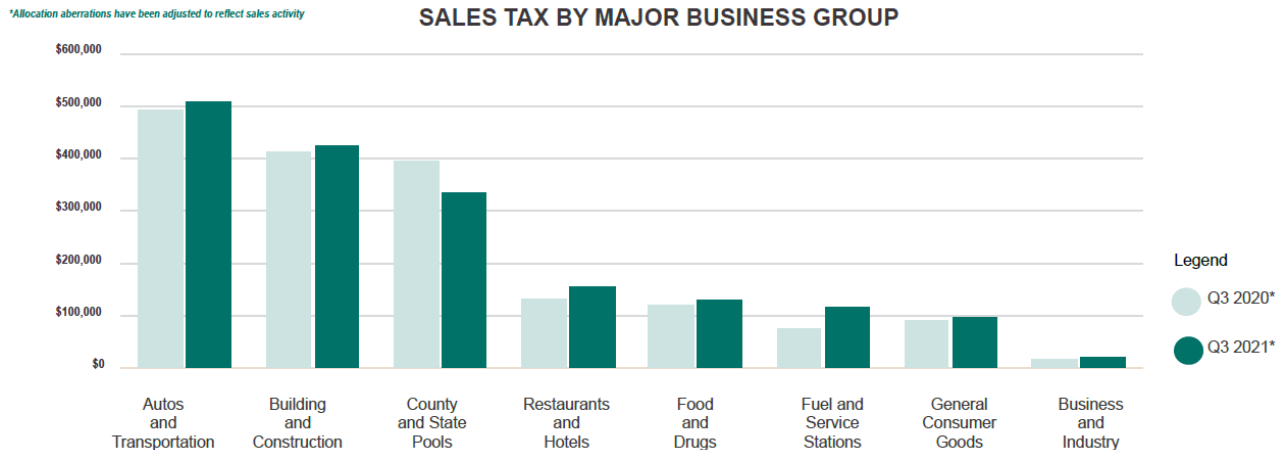
Sales Tax typically makes up about 40% of the General Fund's annual revenue, the City's largest revenue source. Of the 7.75% sales tax rate paid by a customer making a taxable purchase in Lemon Grove, 1% goes to the City of Lemon Grove. The other 6.75% is shared between the state, county, and regional transportation agencies.

Sales that occur within the City are considered point of sales transactions. There is about a two month delay between a customer paying sales tax in Lemon Grove and when the City receives that sales tax revenue. The business where the taxable purchase is made remits sales tax to the California Department of Tax and Fee Administration (CDTFA) by the end of the month following the tax period month. Then the state records and distributes that revenue to public agencies at the end of the next month. For example, when this report was written, the most recent sales tax revenue the City received at the end of January was for November taxable sales.

The current FY 2021-22 budget estimates \$6,110,995 in sales tax revenue. Now that we have received four months of sales tax revenue for FY 2021-22, we have learned that Lemon Grove's point-of-sale business types remained relatively stable throughout the

pandemic. Based on this, staff is recommending that the budget is increased by \$350,000, for a total projection of \$6,460,995 in FY 2021-22 sales tax revenue.

The State and the County were both up over 18% year over year. The disconnect between Lemon Grove and the larger agencies is that Lemon Grove did not see declines from a year ago (Lemon Grove was up 25.4%), while both the State and County as whole each declined approximately 1% from the prior year. This is due the fact that the hardest hit industries from the pandemic were leisure and hospitality.



Strong demand and limited vehicle inventory causing elevated pricing for buyers contributed to steady returns from auto-transportation dealers, while receipts from building-construction suppliers rose during this summer period with a solid housing market, still rather low interest rate environment and increased cost of lumber having an impact.

However, the gains were partially offset by the county’s allocation from the countywide use tax pool decreasing by 15% due to a softening of online purchases from out-of-state vendors compared to the shutdown periods a year ago, redistribution of sales tax to distribution point of sale, and a return of spending in other communities providing them a greater portion of the pool overall.

Property Tax

Property tax is the second largest source of revenue for the General Fund. Property tax revenue continues to remain stable. To get a Lemon Grove specific update it is valuable to look at recent property sales activity within in City and how the most recent quarter (October-December) compares with prior quarters. After a decline in the number of homes sold in the 2nd quarter of 2020, sales have remained strong through the end of the 4th quarter of 2021. This likely represents the pent up supply from property owners who

held off selling at the beginning of the pandemic and the benefits of low interest rates for home mortgages.

During 2021, the median price of a detached single family home in Lemon Grove grew 20%. Due to Prop 13, the growth in property values will only impact the property taxes on homes that sold during this period. The increase in the number of transactions or sales, does impact this year's revenue from property transfer taxes, the taxes paid at closing. Staff is recommending increasing the budget for Property Tax by \$84,000 from \$2,786,504 to \$2,870,504 and Property Transfer Tax by \$50,000, from \$102,000 to \$152,000 for FY 2021-22.

A portion of the City's property taxes is the Property Tax in Lieu of VLF. Since 2004, California cities have swapped vehicle license fee revenues (VLF) for additional property tax shares from the state, which was made a permanent change with the passage of a constitutional amendment through Prop 1A. This has benefited Lemon Grove since the amount increases annually in proportion to the growth in gross assessed valuation of property. Property Tax in Lieu of VLF revenue is provided by the state in two equal payments each year. Now that we have received the first payment, we know the second will be exactly the same, an increase of \$95,000 over the adopted budget of \$2,981,541.

Franchise Fees

Franchise fees are paid by utilities that use public spaces or public right-of-ways within the City. The fees are a percentage of gross receipts, so as the business performance of the utility fluctuates, so does the revenue to the City. Based on revenue received so far this year, staff estimates the adopted budget is on target for this fiscal year.

Cannabis Tax

Measure J implemented a 5% cannabis tax on gross revenues of retail dispensaries. The City now has two dispensaries open. Staff now anticipates receiving a higher level of revenue for these dispensaries and is requesting an upward adjustment of \$50,000 from \$400,000 to \$450,000 for fiscal year FY 2021-22.

Day Camp

The revenue for Day Camp should be decreased by \$15,000 from \$65,000 to \$50,000. While services are continuing, camp sizes have been limited during the pandemic resulting in reduced revenue for FY 2021-22.

General Fund Expenditures

Unlike revenue, most expenditures are within the direct control of the City. Based on year to date spending, the City is on track to be within the confines of the budget for most line

items. There are a handful expenditure accounts that staff is recommending adjusting to reflect revised year end projections.

Human Resources Professional Services

This line item pays for HR legal services, FSA administration, and additional HR related professional services. Staff has not utilized the level of outside resources they originally anticipated. Staff recommends decreasing the budget from \$17,000 to \$12,000.

Litigation Services

The litigation activity related fluctuates from year to year depending the status of the case and the severity of the violation. FY 2021-22 has increase litigation as cases hit the settlement/trial phase. Staff recommends increasing this expenditure by \$165,000 from \$180,000 to \$345,000.

Litigation: Non-City Attorney

Typically City's attorney costs have been related to code enforcement or the City Attorney. This year the City has multiple cases nearing the trial phase requiring additional attorney services. To cover these costs, staff recommends increasing this expenditure line item by \$75,000 to \$95,000.

Fire Department

Due to temporary staffing vacancies and use of paid holiday leave, the amount paid for overtime to back-fill those positions is higher than budgeted. Much of this was a result of the mandatory COVID protocols requiring isolation and quarantining impacting Fire Department staffing. Staff recommends increasing the unscheduled overtime line item by \$155,000.

The Fire Department participates in cooperative efforts to provide firefighting crews and equipment as needed during wildfires. The level of participation in these types of events has increased. As such, staff is recommending an increase of \$60,000 for reimbursable overtime and an increase in Fire Cost Recovery revenue of \$230,000. In addition, a fire engine is in need of repairs, resulting in a request to increase Repair and Maintenance of fire vehicles by \$50,000. Replacement hoses are needed resulting in an increase in the budget for tools and supplies by \$6,800.

The repair and maintenance increase is the result of the aging fleet that is requiring more maintenance than previous years. E10 (the frontline engine) required \$35,000 worth of repairs and maintenance after returning from the Dixie Fire. Since then, E10 required the radiator and transmission cooler be replaced. We are awaiting diagnostics to see if the transmission needs replacing/rebuilding. The other two apparatus E210 (also a front line engine) and E310 also have repairs that are needed. E210 has several leaks that need to be fixed on the pump and seals. E310 is the reserve engine but has been used as a frontline

engine for the last 5 months while other engines have been serviced or repaired. E310 needs to go into the shop for its annual service. The City did receive reimbursement from State OES for \$92,000 for the apparatus from the Dixie Fire.

The \$5,000 for personal protective equipment (PPE) will cover one set of turnouts, helmet, SCBA mask, gloves, hood, wildland PPE for a new employee who will be joining the department this fiscal year. This mid-year report also includes the previously City Council approved increase of \$75,000 for the purchase of a new Breathing Air Compressor (BAC). The department received a grant to offset 90% of the cost of this apparatus resulting in a net increase to the general fund of \$21,835.

Overall, the net impact of the recommended changes to the Fire Department budget is a net increase of \$18,635 (includes the offset of the grant for the BAC).

Community Development Support

Staff continues to experience increased workload associated with Private Development Plan Check activity. Staff recommends a budget adjustment of \$90,000 for the additional review time required along with an increase in the revenue anticipated to cover these services by \$170,000.

Public Works Streets Equipment: Maintenance & Repair

Public works is requesting increases for various expenditure categories related to ongoing repairs and maintenance services. We are requesting:

- Increase of \$6,000 in Equipment Rentals due increased utilization of specialized equipment to maintain the city's roads and right of ways.
- Increase Training budget by \$10,000 due to new California Commercial licensing requirements to have drivers trained by certified instructors. One employee needs a Class A license. (an increase in the Sanitation Fund by \$10,000 for the same reason – 2 employees need a class B license (automatic only)). The employees will receive training prior to the end of this fiscal year.
- Increase Maintenance supplies by \$12,000 for purchase of mulch to be used in the medians and parks. Playground mulch is a higher quality mulch and needs to be maintained at a specific depth to meet safety standards.
- Increase Maintenance Services in facilities by \$10,000 to replace two motors that lift the bay doors and for ongoing AC issues in the Fire Department Building. In addition some fencing repairs are required at the station. The City also needs to install a Knox switch key system on the public works yard gate for emergency access as required by the Fire Marshall.

The increases total \$38,000 as follows:

Equipment Rental	6,000	Increase in work load, higher need for equipment rental
Training	10,000	Certified instructors for class 2 licensing
Maint. Supplies	12,000	Increased maintenance
Maint. Services	10,000	Fire department door repairs

General Election and Municipal Code updates

The original budget estimated \$4,250 for publishing costs related to the general elections and municipal code updates. Staff is increasing their estimate by \$18,000 to \$22,250 for FY 2021-22.

New Bottom Line

The table below lists all of the recommended General Fund budget adjustments in this staff report. The amounts represent the change to the adopted budget, not the new total for each revenue or expenditure line item. One adjustment below was previously approved by City Council as indicated by the Resolution number provided in the first column. The last line of the table below reflects the anticipated FY 2021-22 budget surplus after the adjustments.

Adopted FY 2021-22 Budget Surplus	\$ 136,836
REVENUE Increase/(Decrease)	
Increased Sales Tax	350,000
Fire Cost Recovery	230,000
Building Permits	170,000
Property Tax in Lieu of VLF	95,000
Property Tax	84,000
Property Transfer Tax	50,000
Cannabis Business Tax	50,000
EMT Fees	50,000
Motor Vehicle License Fees	20,000
Passport Processing Fees	(10,000)
Day Camp Revenue	(15,000)
Special Event Revenue	(15,000)
EXPENDITURES (Increase)/Decrease	
City Council - Professional Services	35,000
HR - Professional Services	5,000
City Clerk - Publishing	(18,000)

Attorney - Litigation: Non-City	(75,000)
Attorney - Litigation: City	(165,000)
Finance – Professional Services	(15,000)
Fire - Unscheduled Overtime	(155,000)
Fire - Reimbursable Overtime	(60,000)
Fire – Personal Protective Gear	(5,000)
Fire - Repair and Maintenance-Vehicles	(50,000)
Fire - Tools and Supplies	(6,800)
Fire - Capital Purchases R 2021-3835 & 3842	(21,835)
Comm Dev - Plan Checks/Consultations	(90,000)
PW - Equipment Rental (Streets)	(6,000)
PW - Training	(10,000)
PW - Maintenance Supplies (Grounds)	(12,000)
PW - Maintenance Services (Facilities)	(10,000)
Non Departmental - Professional Services	(15,000)
New FY 2021-22 Budget Surplus	\$ 521,201

The new anticipated surplus is improved from the adopted budget.

The table below shows the City’s estimated reserves at the beginning of this fiscal year and at the end.

Estimated Unrestricted Reserves as of 7/1/2021	5,939,780
FY 2021-22 Projected Surplus	521,201
Estimated Unrestricted Reserves as of 7/1/2022	6,460,981
Reserves as % of GF Exp	38.4%

Other Funds

The table below identifies the requested adjustments for funds outside the General Fund. These funds are not available for general government purposes but rather are dedicated to a specific purpose. Four of the six adjustments below were previously approved by City Council as indicated by the Resolution number provided in the Fund column. These are being provided for transparency and full disclosure purposes.

Fund	Description	Adjustment
REVENUE Increase/(Decrease)		
Grants - R 2021-3830	City's Bicycle Patrol Program (BPP)	12,349
Grants - R 2021-3842	FY 20 Assistance to Firefighters Grant (AFG)	53,165

Grants - R 2021-3843	FY 20 State Homeland Security Grant (SHSG)	19,996
Expenditures (Increase)/Decrease		
Grants - R 2021-3842	FY 20 Assistance to Firefighters Grant (AFG)	(53,165)
Sanitation Operating	Emergency Callout and Repair	(20,000)
Sanitation Operating	Training (Class B Driver Certification Training for 2 employees)	(10,000)
Sanitation Capital - R 2022-312	Rick Eng - Sewer Repl & Maint Design services	(234,000)

Option for Discussion:

Public Works – Street Division:

During the Street Workshop held in 2021, the City Council expressed an interest to hearing more from City staff about what resources will be needed if the City were to pave more street with in-house staff rather than contracting all street rehabilitation projects. To simplify the large number of variations that can occur between the current staffing level and the recommendation that includes 10 in-house street division staff, the table below outlines what is currently in place (Current Program) versus a 10 person Streets Division (Comprehensive City Paving Program). It is important to note that the cost estimates are estimates based on the current level of expenditures for each position, vehicle, equipment and materials/supplies.

Staff recommends that the City Council provide feedback regarding what level of in house street rehabilitation it would like to see performed by City staff. Additionally, it is important to note that if additional staff are added to the Street Divisions when the new personnel are not paving the other duties performed by the Street Division will be reinforced throughout the year. Those additional tasks include: Street tree trimming, sign assessment and replacement, graffiti abatement, illegal dumping pick-ups, and pothole maintenance.

Category	Current Program	Current Program (benefits included)	Comprehensive City Paving Program	Comprehensive City Paving Program
Personnel	1 Street Supervisor	\$109,740	No change	\$0
			Add 2 Street Tech III *	+150,000
	2 Street Tech II	125,146	No change	+0

	2 Street Tech I	106,280	Add 2 Street Tech I (Total 4)	+106,280
	2 Maint Serv Wkr	70,236	No change	0
	Subtotal Personnel	\$411,402		\$256,280
Vehicles	5 Vehicles	\$0	Purchase 2 vehicles (Total 7)	+\$75,000
Equipment	1 paver	0	Purchase 1 hwy class paver	+450,000
	2 rollers	0	2 rollers	0
	Subtotal Personnel	\$0		\$525,000
Training, Travel, Mtgs		\$6,000	Based on staffing	+\$25,000
Tools & Supplies		13,000	Based on staffing	+20,000
Repair & Maint - Eq		16,000	Based on staffing	+20,000
Repair and Maint - Veh		21,000	More vehicles	+25,000
Eq Rentals		5,000	Based on staffing	+15,000
	Subtotal Supplies & Services	\$61,000		\$105,000
	TOTAL	\$472,402		\$886,280

* The Street Tech III position would be a new classification as it is currently not listed on the City's salary schedule.

The above table is the "all-in" amount to bring paving in house by City staff while also increasing right of way maintenance responsiveness. But, the City Council could also direct staff to come up with a hybrid model that may include:

- 1) Increasing the equipment rental budget and eliminate the purchase of the paver, or
- 2) Purchase the paver but not as many staff members

General Fund Impact - 30%

Total for Existing + Addition of New Crew		
\$	200,305	Personnel
	157,500	Veh & Eq
	49,800	Supplies and Expenses
\$	407,605	
Addition of New Crew		
\$	76,884	Personnel
	157,500	Veh & Eq
	31,500	Supplies and Expenses
\$	265,884	

20% would be charged to the Sanitation Fund and 50% to the Gas Tax Fund.

We anticipate this will be a full discussion based on what the City Council wants for in house paving process to look like moving forward for FY 22-23 budget preparation.

Environmental Review:

- Not subject to review
 Negative Declaration
 Categorical Exemption, Section | | Mitigated Negative Declaration

Fiscal Impact: See content of report.

Public Notification: None

Staff Recommendation: Adopt a resolution (**Attachment A**) approving the Fiscal Year 2021-22 City of Lemon Grove Mid-Year Budget Adjustments.

Attachments:

Attachment A – Resolution Approving FY 2021-22 Lemon Grove Budget Adjustments

RESOLUTION NO. 2022-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMON GROVE,
CALIFORNIA, APPROVING THE CITY OF LEMON GROVE BUDGET
ADJUSTMENTS FOR FISCAL YEAR 2021-2022 AND AUTHORIZING
EXPENDITURES THERETO**

WHEREAS, on June 15, 2021 the City Council adopted Resolution No. 2021-3824 approving the Consolidated Budget for Fiscal Year 2020-21; and

WHEREAS, said Budget warrants revision to reflect new information regarding revenue and expenditure projections; and

WHEREAS, said Budget warrants revision to reflect actions taken by the City Council since its adoption that impact the Budget; and

WHEREAS, the City Council has reviewed the proposed revisions.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lemon Grove, California, hereby:

1. Approves the Lemon Grove Fiscal Year 2021-22 Budget Adjustments (Exhibit 1); and
2. Authorizes expenditures thereto.

PASSED AND ADOPTED on March 15, 2022, the City Council of the City of Lemon Grove, California, adopted Resolution No. 2022 - _____, passed by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Racquel Vasquez, Mayor

Attest:

Audrey Malone, City Clerk

Approved as to Form:

Kristen Steinke, City Attorney

City of Lemon Grove
FY 2021-2022 Budget Adjustments
 Exhibit 1 of Budget Resolution

General Fund

REVENUE Increase/(Decrease)

Description	Adjustment
Sales Tax	350,000
Fire Cost Recovery	230,000
Building Permits	170,000
Property Tax In Lieu of VLF	95,000
Property Tax	84,000
Property Transfer Tax	50,000
Cannabis Business Tax	50,000
EMT Fees	50,000
Motor Vehicle License Fees	20,000
Passport Processing Fees	(10,000)
Day Camp	(15,000)
Special Events	(15,000)
Increase in Revenue	1,059,000

EXPENDITURES Increase/(Decrease)

Description	Adjustment
City Council	
Professional Services	(35,000)
Human Resources	
Professional Services	(5,000)
City Clerk	
Publishing	18,000
City Attorney	
Litigation Services Non-City	75,000
Litigation Services	165,000
Finance	
Professional Services	15,000
Fire	
Unscheduled OT	155,000
Reimbursable Overtime	60,000
Personal Protective Clothing	5,000
Repair and Maintenance-Vehicles	50,000
Tools and Supplies	6,800
Capital Purchases	21,835
Community Development	
Plan Checks/Consultations	90,000
Public Works	
Equipment Rental (Streets)	6,000
Training	10,000
Maintenance Supplies (Grounds)	12,000
Maintenance Services (Facilities)	10,000
Non-Departmental	
Professional Services	15,000
Increase in Expenditures	674,635

Lemon Grove Regular City Council Meeting

PLEASE MUTE ALL DEVICES

Meeting is recorded for the purpose of drafting meeting minutes.

Audio of the meeting is uploaded to the City website within 72 hours following meeting.



CALL TO ORDER



PLEDGE OF ALLEGIANCE



CHANGES TO THE AGENDA



PRESENTATION:

**Lemon Grove Fire
Department Annual Update**

Steve Swaney, Fire Chief



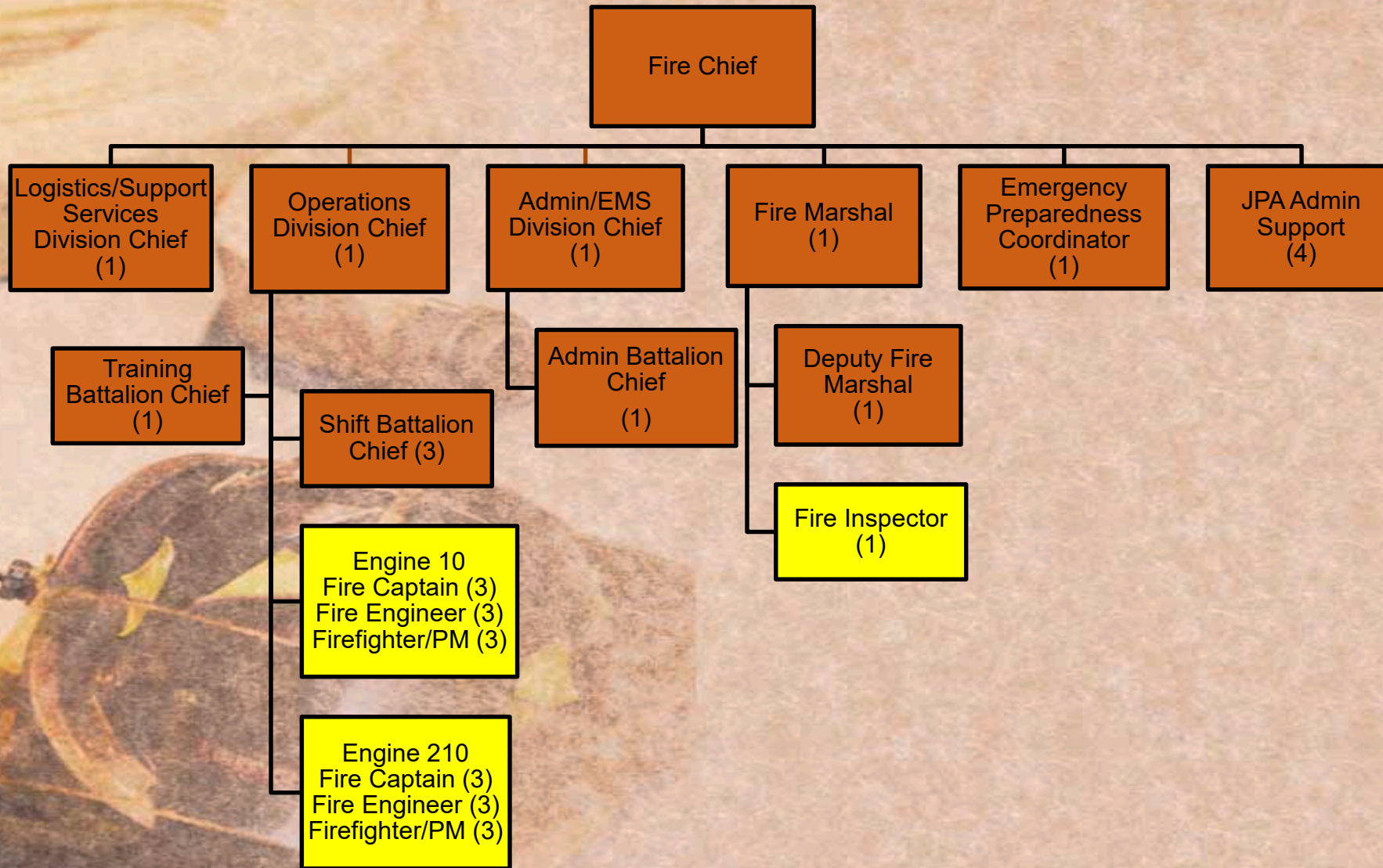
Heartland Fire & Rescue



Heartland Fire & Rescue



- 12 years as a JPA
- ISO Class 1 rating

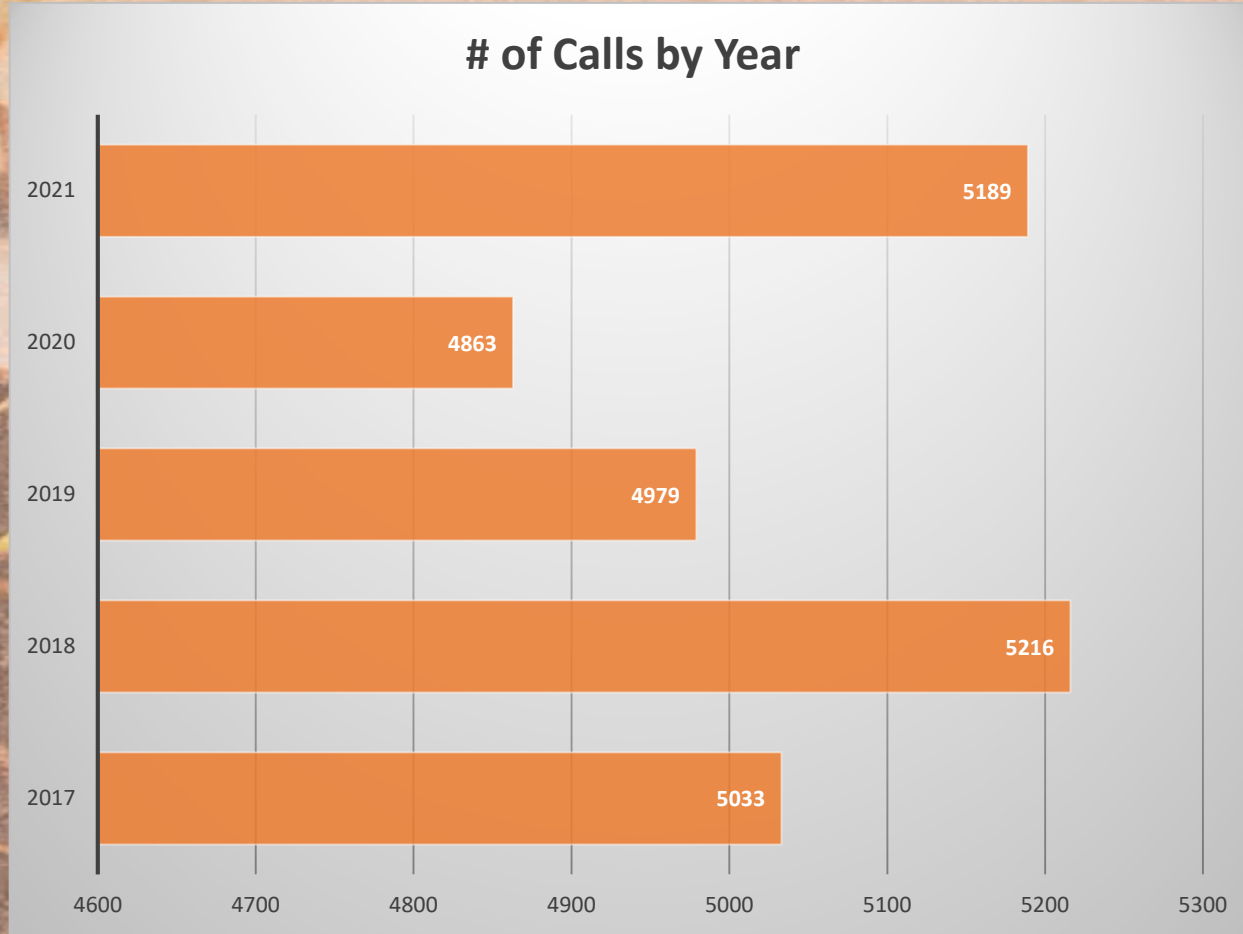


2021 Annual Report

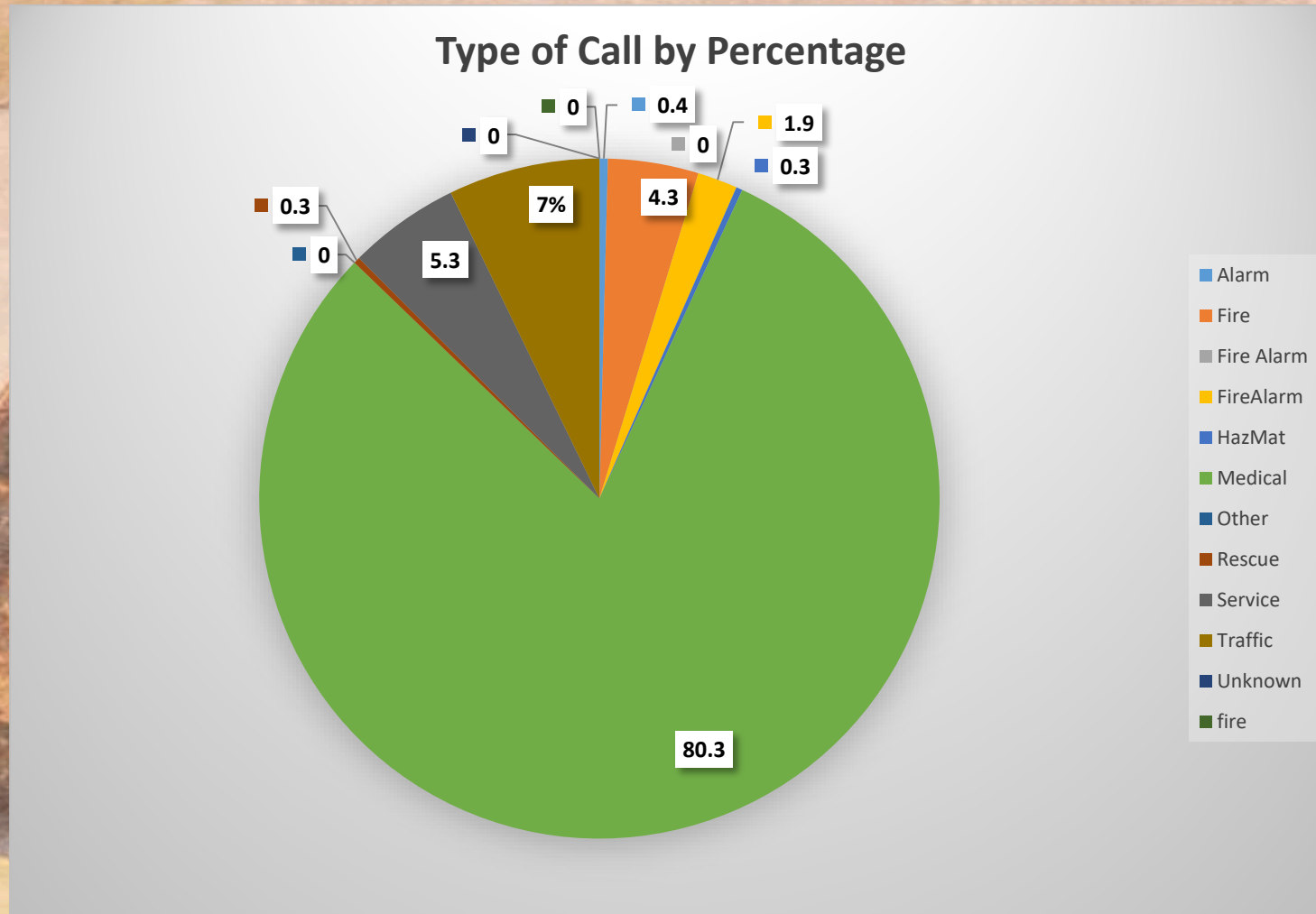


- Emergency Response Call Volume
- Responses by Call Type
- Response Times
- Fire Prevention Activity
- Department Programs

Emergency Responses



Incident Types



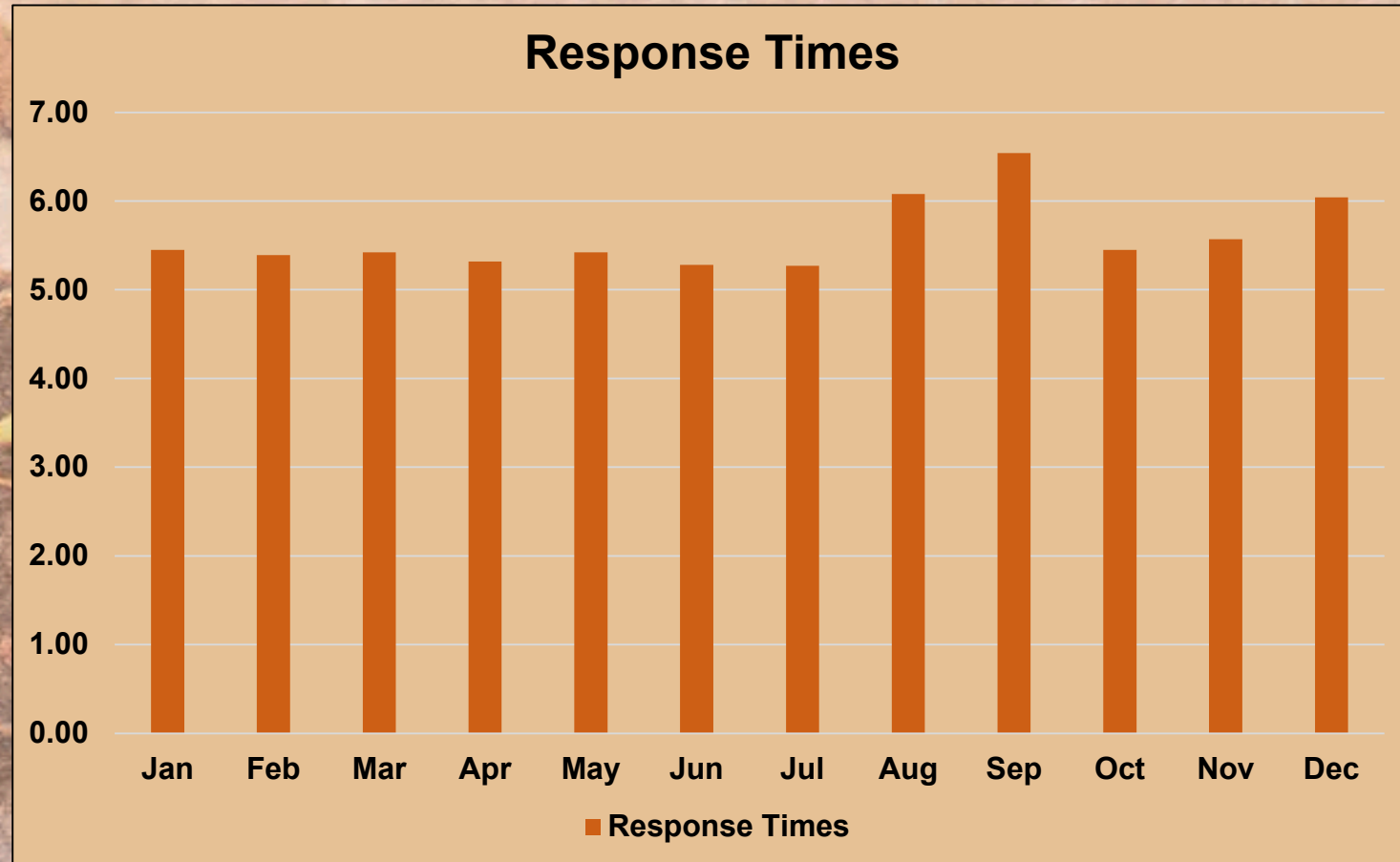


Call Triage

- Program implemented in 2017
- 563 Incidents in Lemon Grove triaged as Medic Only in 2021

Response Times

6 minute or less average 90% of calls





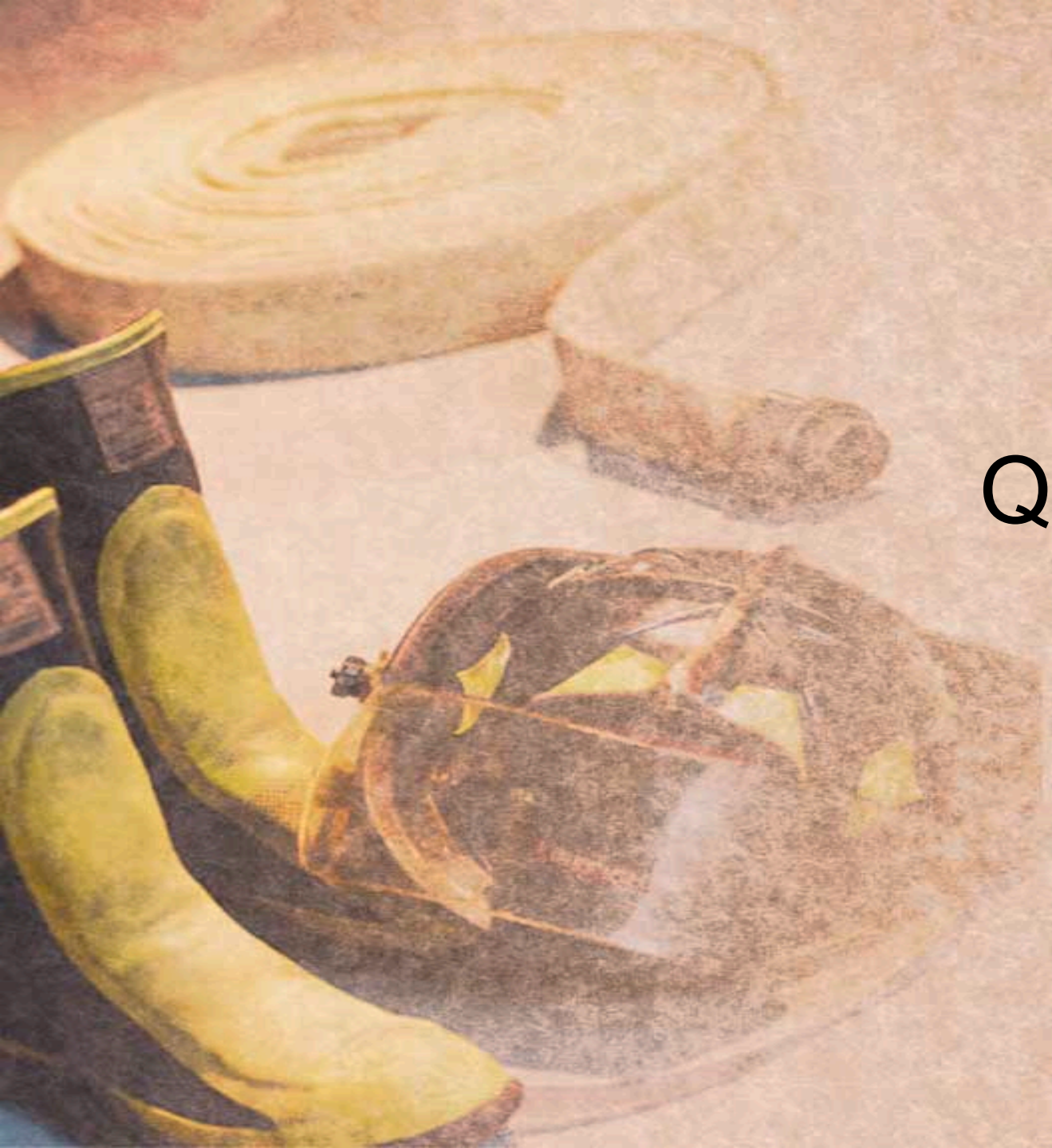
Fire Prevention Activity

- Fire Inspections
- Plan Reviews
- Weed Abatement
- Fire Safety Presentations



Department Programs

- Training
- PEER Support
- CERT
- Reserves
- Explorers



Questions?

PRESENTATION:

**Sheriff's Department Annual
Report**

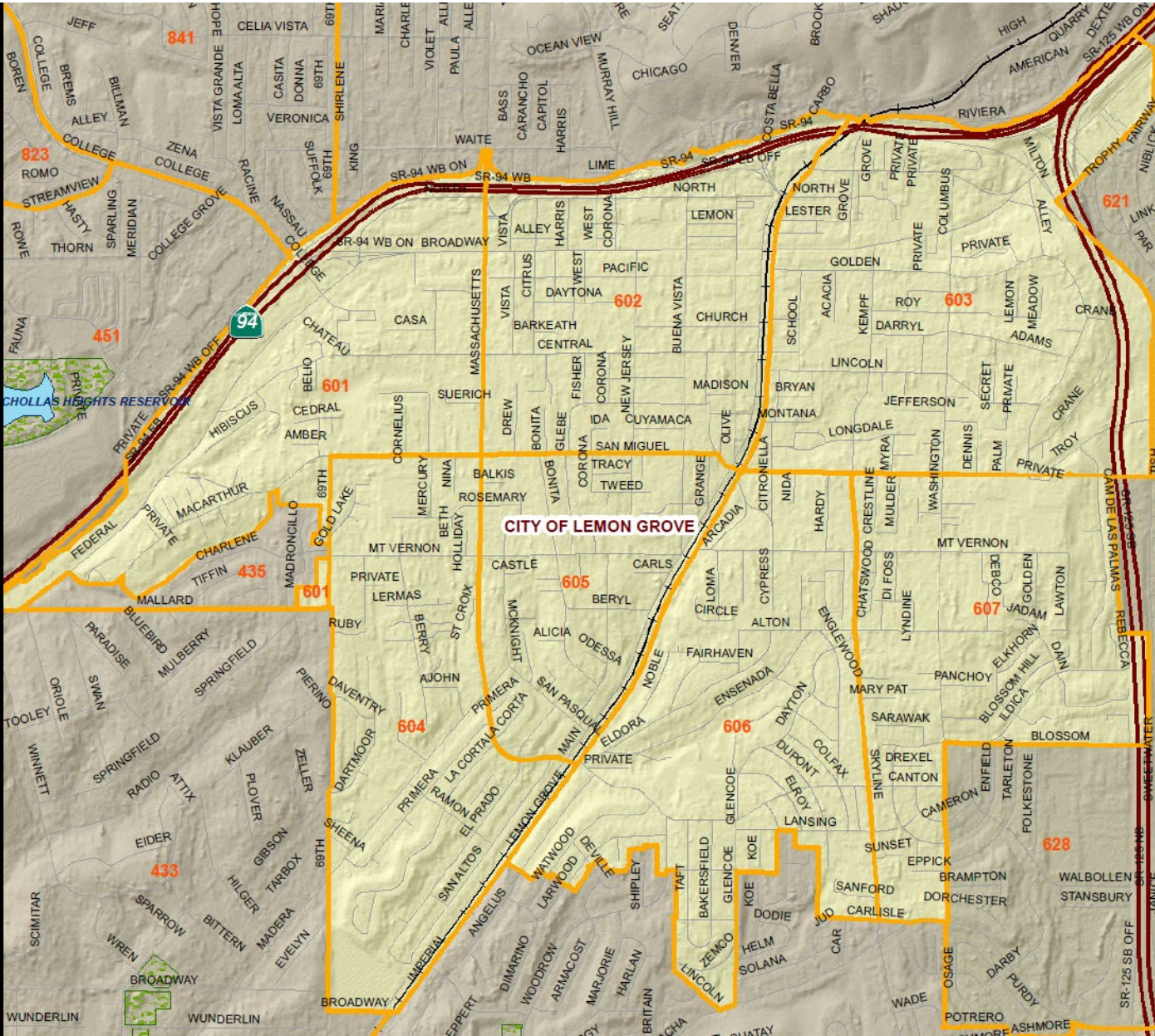
Patrick McEvoy, Lieutenant





SHERIFF'S DEPARTMENT
End of Year Review- 2021
City of Lemon Grove

Sheriff's Lemon Grove Substation



- ❖ 3240 Main Street
- ❖ Total service area: 3.99 square miles
- ❖ Service population: 27,627



Lemon Grove Substation Staffing

Sworn Staff:

- Lieutenant
- Patrol Sergeant
- Traffic Sergeant
- 3 Traffic Deputies
- 12 Patrol Deputies
- 2 Detectives

Professional Staff:

- Senior Office Assistance
- 2 Office Assistants
- Community Service Officer (CSO)
- Crime Analyst
- Crime Prevention Specialist



Additional Investigative Resources

- Homicide
- Child Abuse
- Family Protection
- Financial Crimes
- Narcotics Task Force
- Drug Trafficking Unit
- Border Crime Suppression Team
- Auto Theft Task Force
- Human Trafficking Task Force
- Joint Terrorism Task Force
- Fugitive Task Force
- Criminal Intelligence Unit
- Threat Assessment Group
- Serious Traffic Accident Reconstruction Unit



Additional Support Resources

- Air Support (ASTREA)
- UAS
- K9
- SED / SWAT
- Search & Rescue
- Senior Volunteer Patrol



Senior Volunteer Patrol

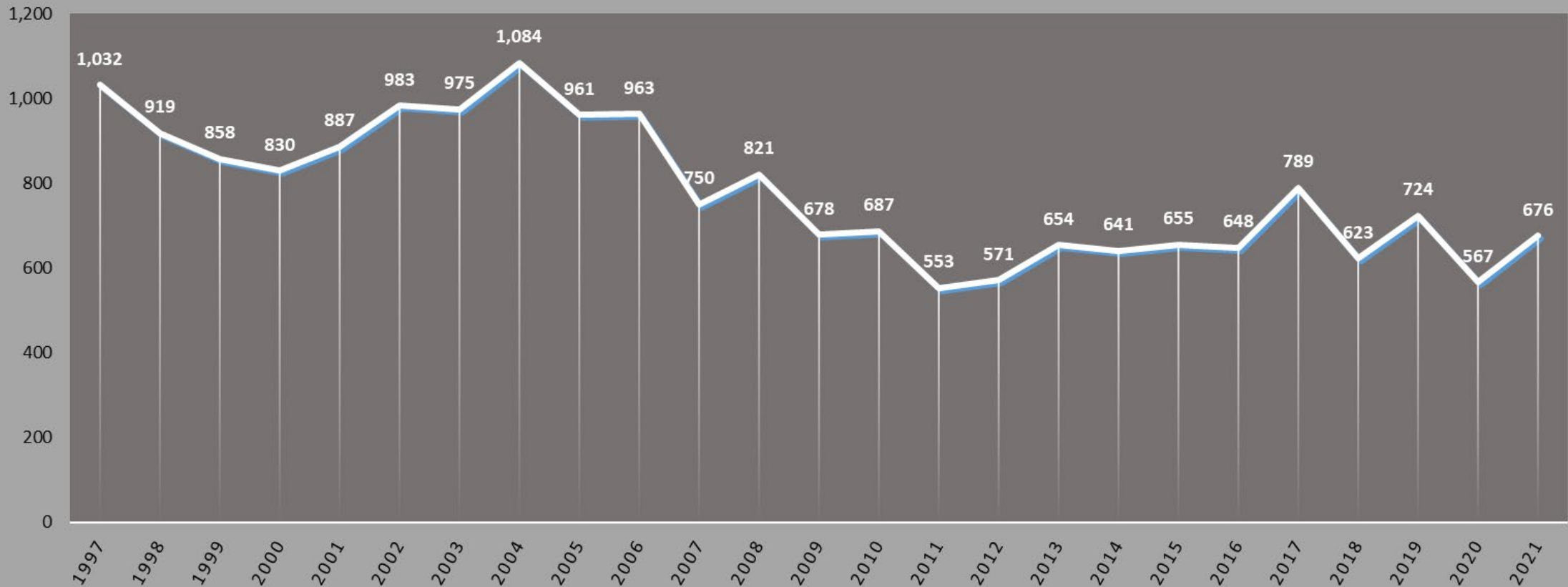
- 11 SVPs assigned to Lemon Grove
- Members of the Community (55+)
- YANA Program
- Vacation Checks
- DUI Checkpoints
- Traffic Control
- Parking Enforcement
- Sheriff's Fleet Maintenance
- Special Events



25 Year Crime Review

Violent and Property Crime Counts (FBI UCR Part I)

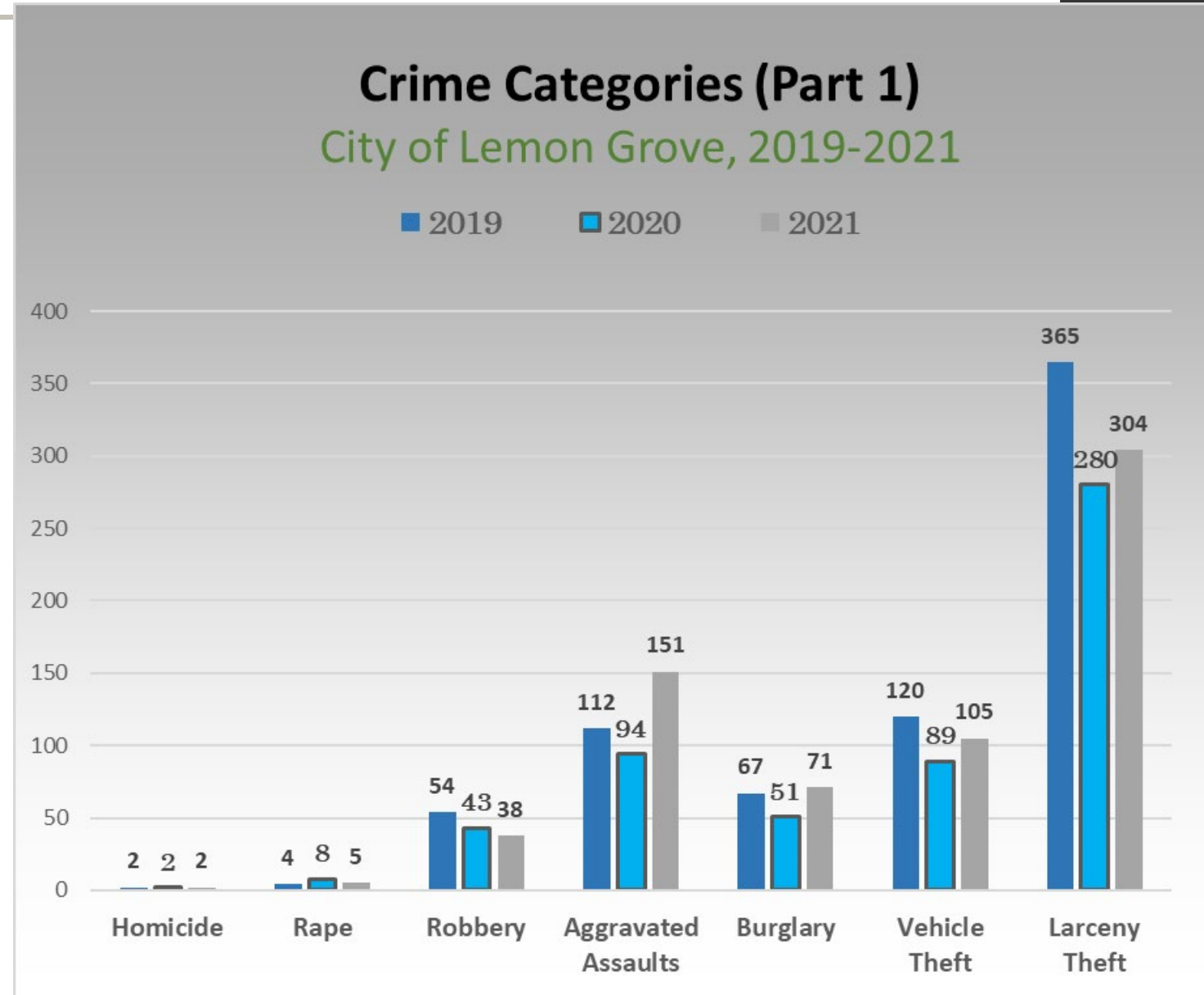
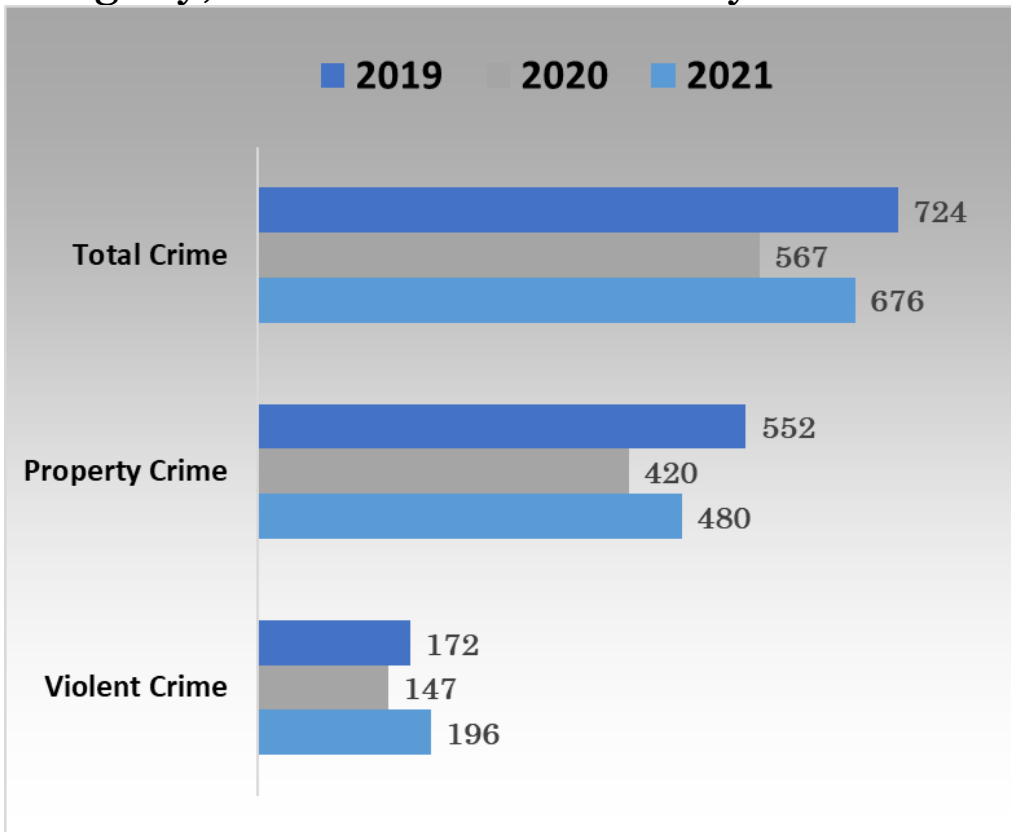
City of Lemon Grove, 1997-2021



Crime 2019 – 2021

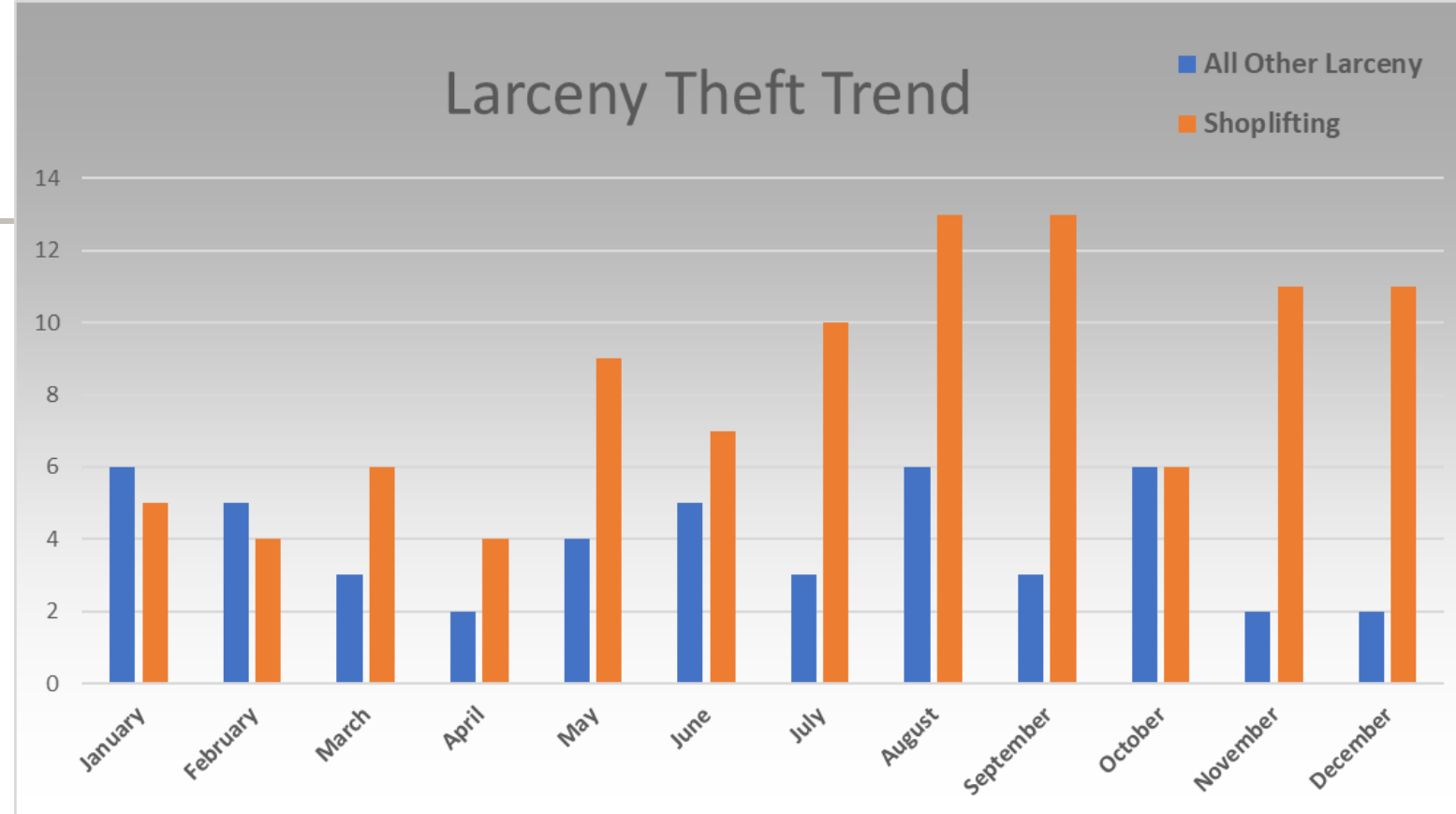
❖ Overall, total crime in Lemon Grove increased by +19% from CY 2020.

❖ Increases were seen in aggravated assault, burglary, vehicle theft and larceny.



Larceny / Theft

- ❖ Total larceny-theft in the City decreased by -40% from CY 2020 .
- ❖ Approximately 38% of all reported shoplifts in 2021 took place at the Home Depot.
- ❖ Approximately 46% of all shoplifts resulted in arrests



**Larceny by Subtype Category
2021**

All Other Larceny	47
Pocket-Picking	1
Purse-Snatching	4
Shoplifting	99
Theft From Building	28
Grand Total	179

**Shoplifts - Top 5 Stores
2021**

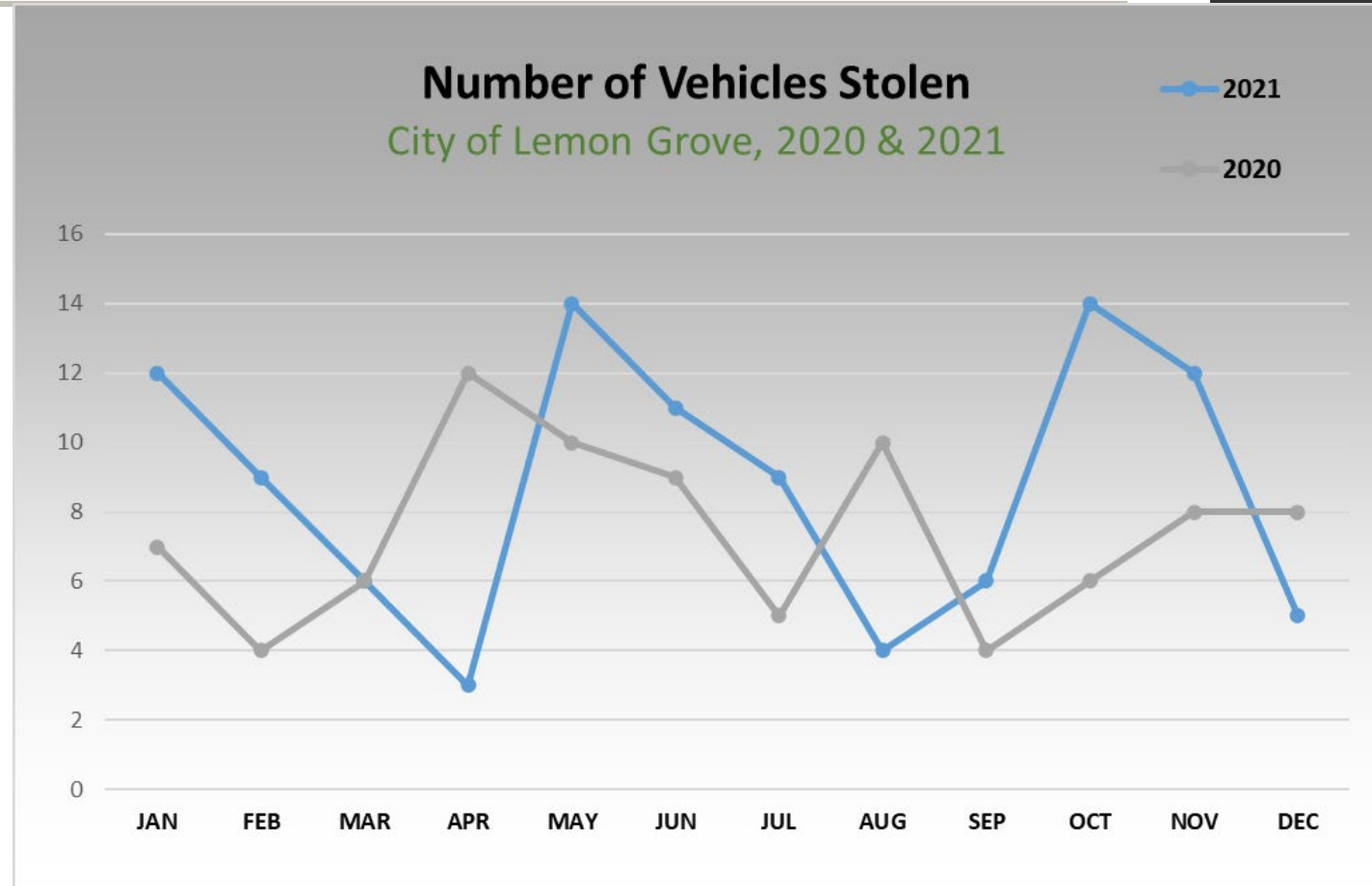
CVS	2
Food 4 Less	2
Home Depot	38
Rite Aid	4
Sunbelt Rentals	2
U-Haul	2
Total Shoplifts	50

**All Other Larcenies –were mainly grand theft, petty theft offenses (45 total)*



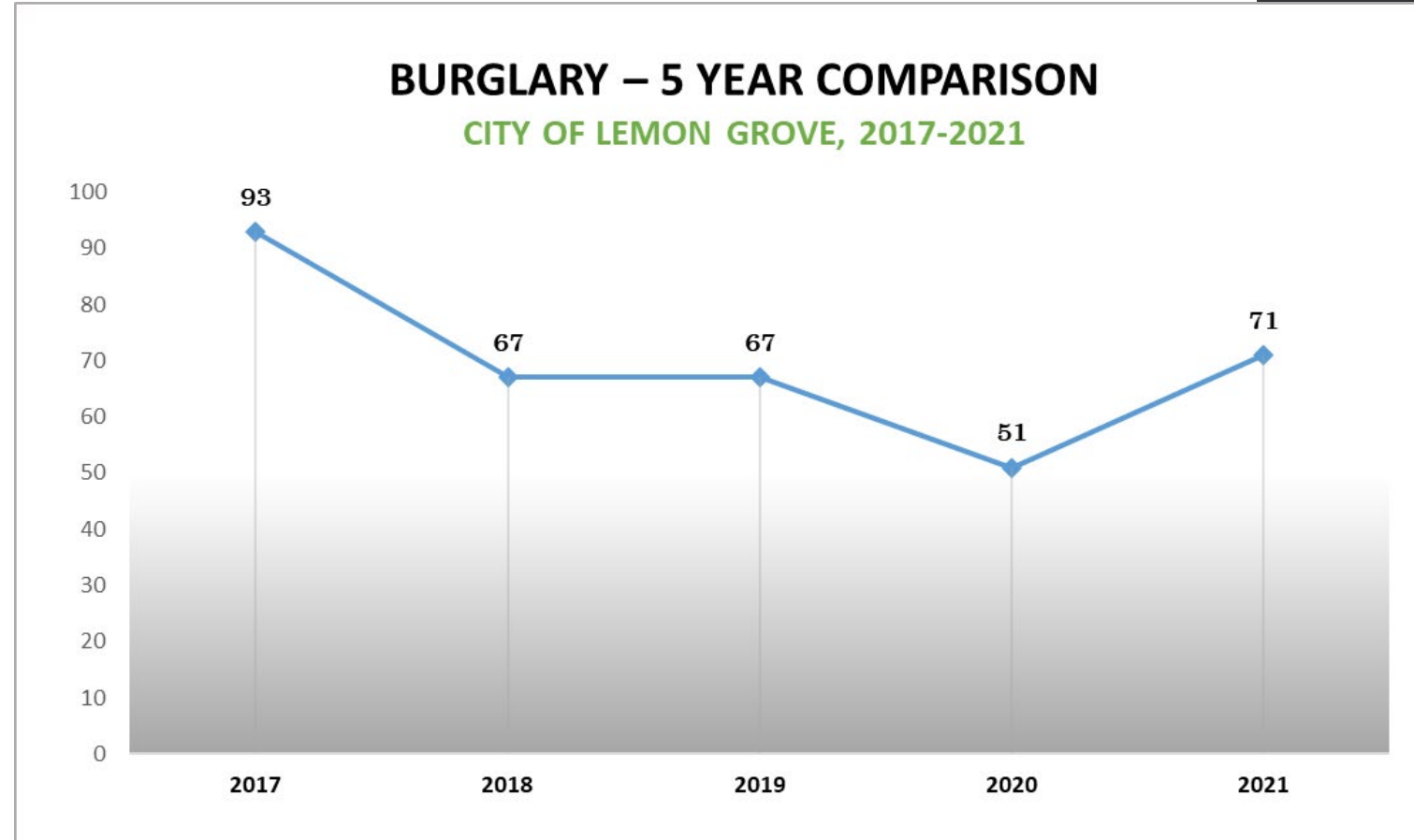
Vehicle Theft

- ❖ Vehicle theft fluctuates throughout the year
- ❖ Vehicle thefts in 2021 increased (+18%) when compared to 2020
- ❖ Efforts to continue to decrease vehicle theft in Lemon Grove:
 - Directed patrol in hot spot areas
 - Focus on offenders with history of vehicle theft in or near region
 - Working with outside agencies to identify prolific offenders



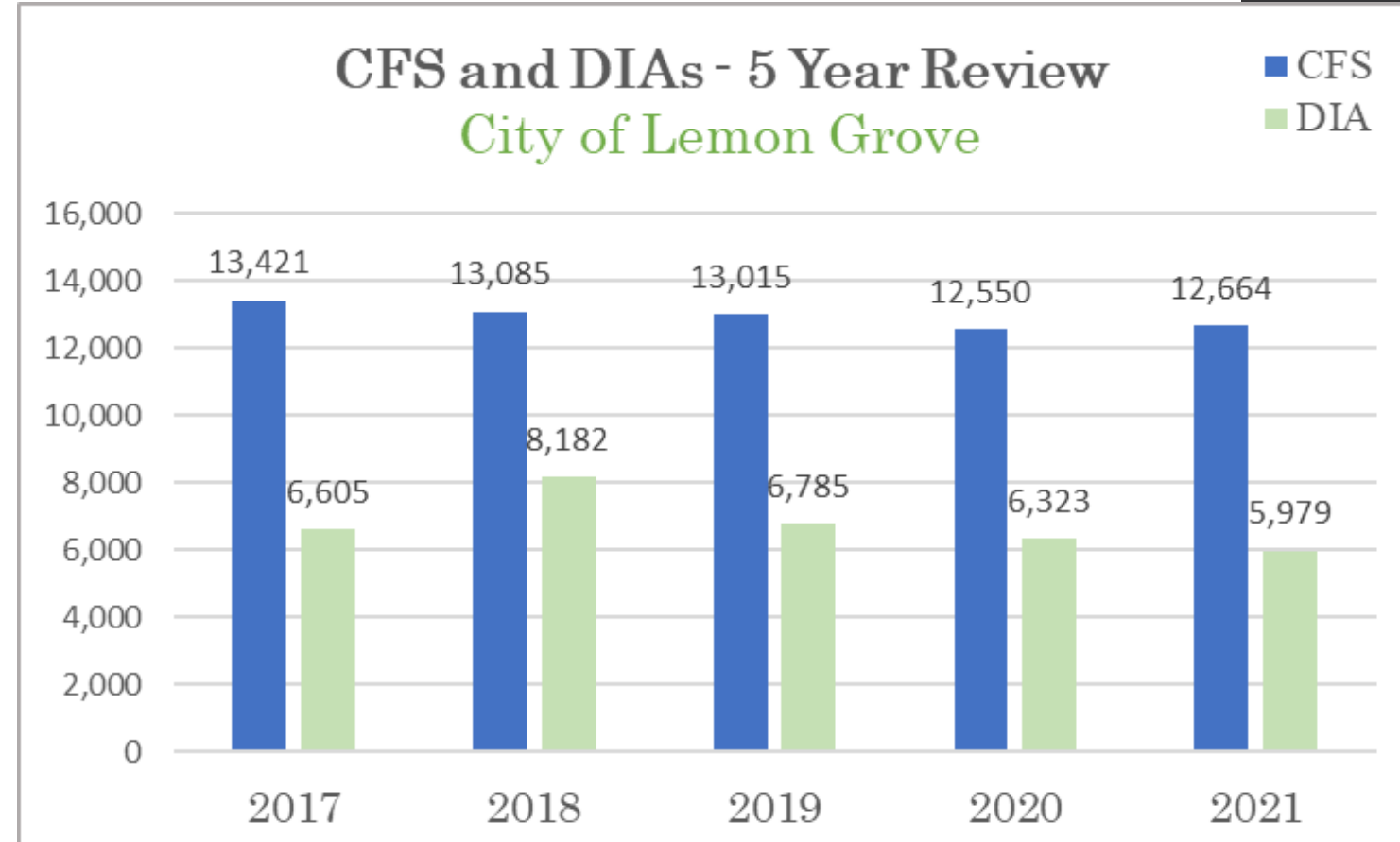
Burglary

- ❖ Burglary in 2021 increased (+39%) when compared to 2020
- ❖ Approximately 45% of all burglaries in 2021 were residential burglaries.
- ❖ Approximately 54% of all burglaries in 2021 were non-residential burglaries.



Calls For Service

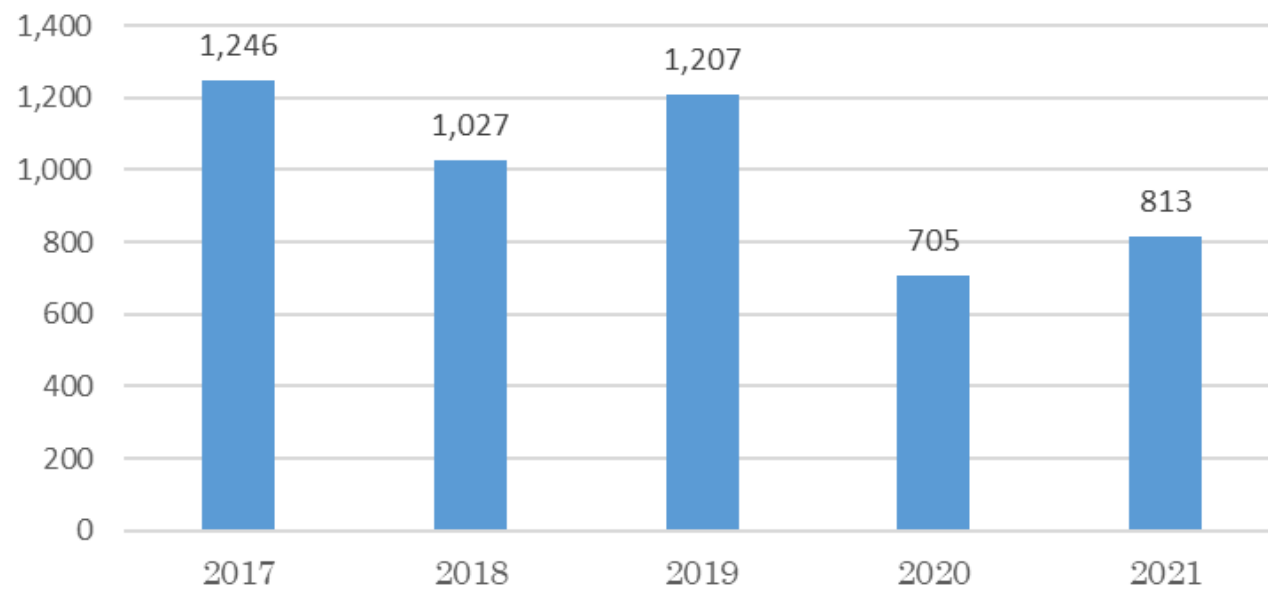
- ❖ Responded to 12,664 Calls for Service (CFS)
- ❖ In addition to the CFS, deputies made 5,979 Deputy Initiated Actions (DIAs) in 2021.
- ❖ CFS increased (+1%) between CY 2020 and CY 2021
- ❖ On average, Deputies responded to 35 CFS and conducted 16 DIAs per day.



Arrests

- ❖ Total of 813 arrests in 2021:
 - ❖ 98.5% were adult offenders:
 - ❖ 338 Adult Felony
 - ❖ 463 Adult Misdemeanor
 - ❖ 1.5% were juvenile offenders:
 - ❖ 1 Juvenile Felony
 - ❖ 11 Juvenile Misdemeanor
- ❖ Deputies from the Lemon Grove Sheriff's Substation averaged approximately 70 arrests per month.

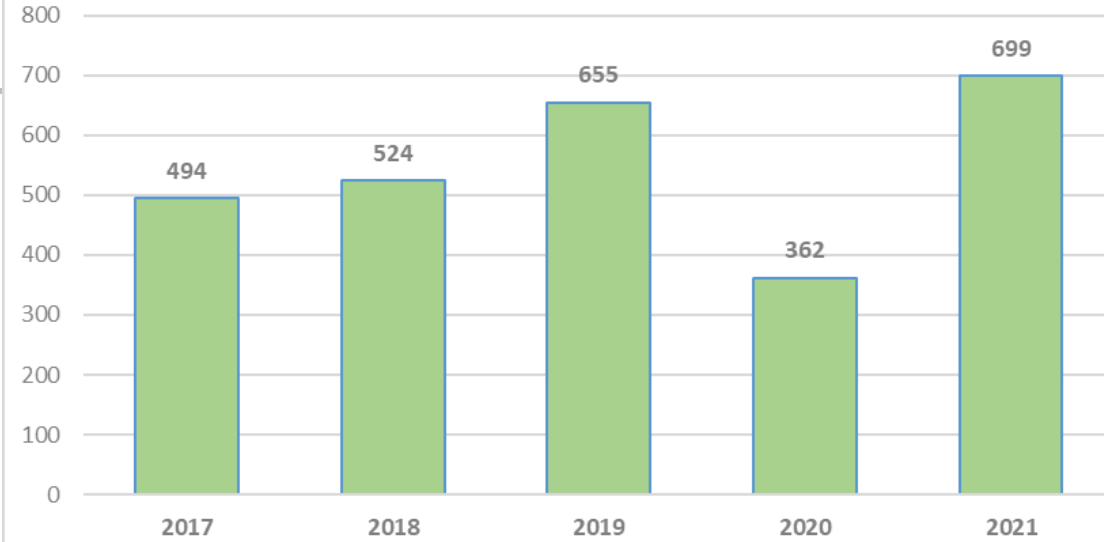
Number of Arrests per Year
City of Lemon Grove, 2017-2020



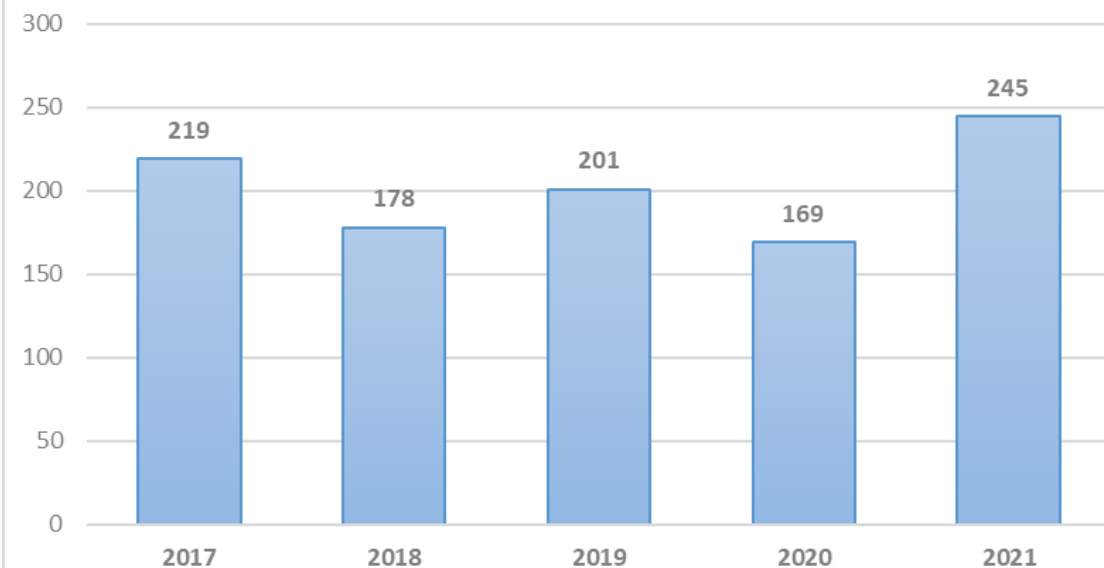
Traffic Unit

- ❖ The Traffic Unit consists of 5 positions:
 - 1 Traffic Sergeant, 3 Deputies and 1 Traffic Community Service Officer
- ❖ The Unit's overall goal is to prevent traffic accidents and increase traffic safety.
 - In 2021, traffic citations increased by 93% when compared to 2020.
 - In 2021, traffic collisions increased from the previous year by 45% (+76 collisions)
- ❖ Traffic Deputies periodically switch their focus to assist patrol units during times of high-volume patrol calls.

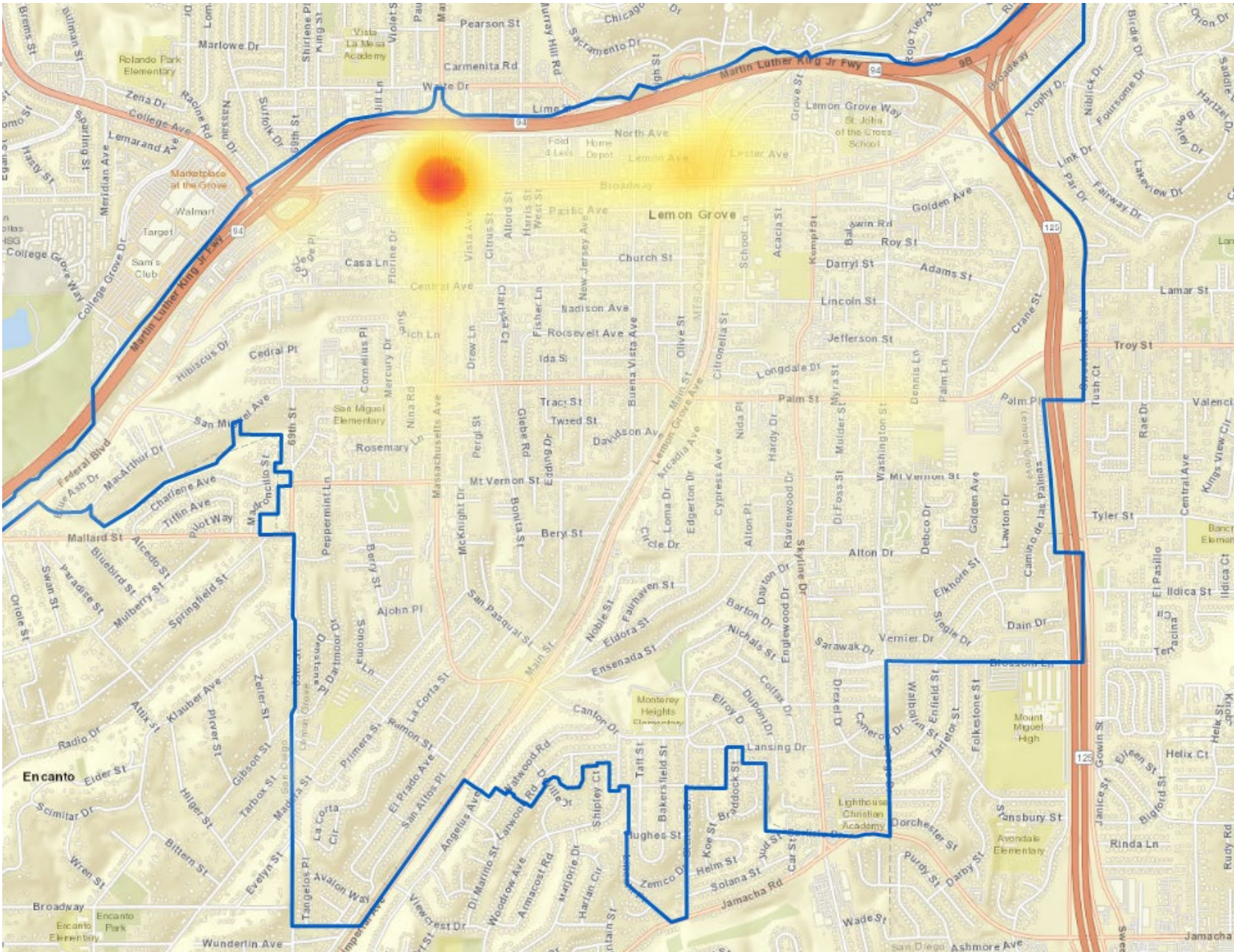
Traffic Citations
City of Lemon Grove, 2017-2021



Traffic Collisions
City of Lemon Grove, 2017-2021



Collision Hot Spots



Challenges Faced

- Homelessness
- Policy and legislative issues
- Decriminalization of illegal drugs
- Public demand



2021 Initiatives

- Safe City Program – Lemon Grove
 - Video Federation = Video Sharing
- Maintain consistent staffing
- Homeless Outreach- Partnership with Home Start & HHSA
- Child Welfare Services Drug-Endangered Children Partnership
- Traffic Enforcement (“Motor Deputy”) Program



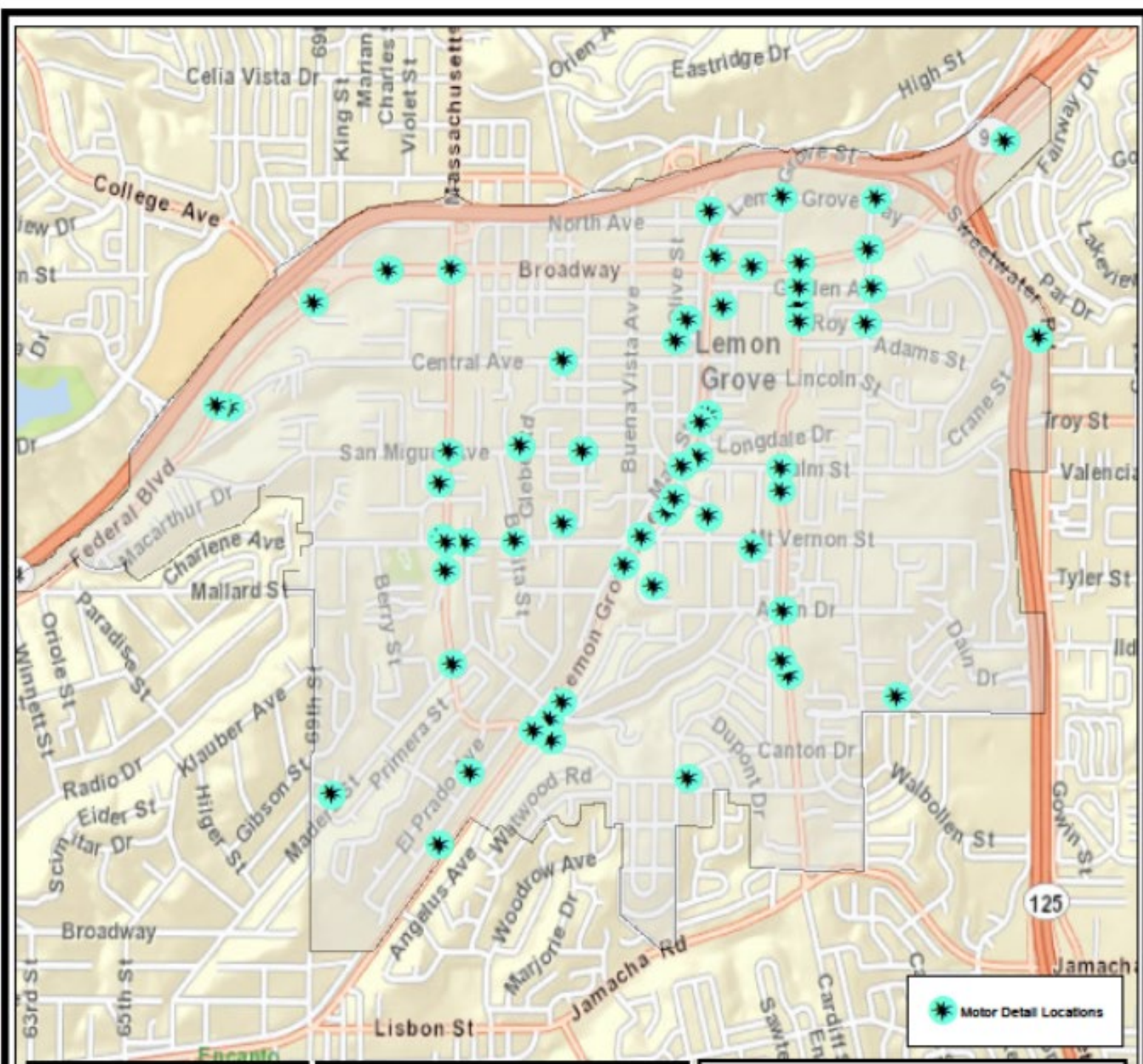
Traffic Enforcement Program

- Pilot program for statistical data gathering
- Authorized funding for up to 20-hours/week of traffic enforcement
- Funding:
 - Phase 1 (March 2021)- Sheriff's Department
 - Phase 2 (July 2021)- City of Lemon Grove
- Challenges
 - Staffing
 - Lack of availability for Motorcycle Deputies from other Sheriff's Stations



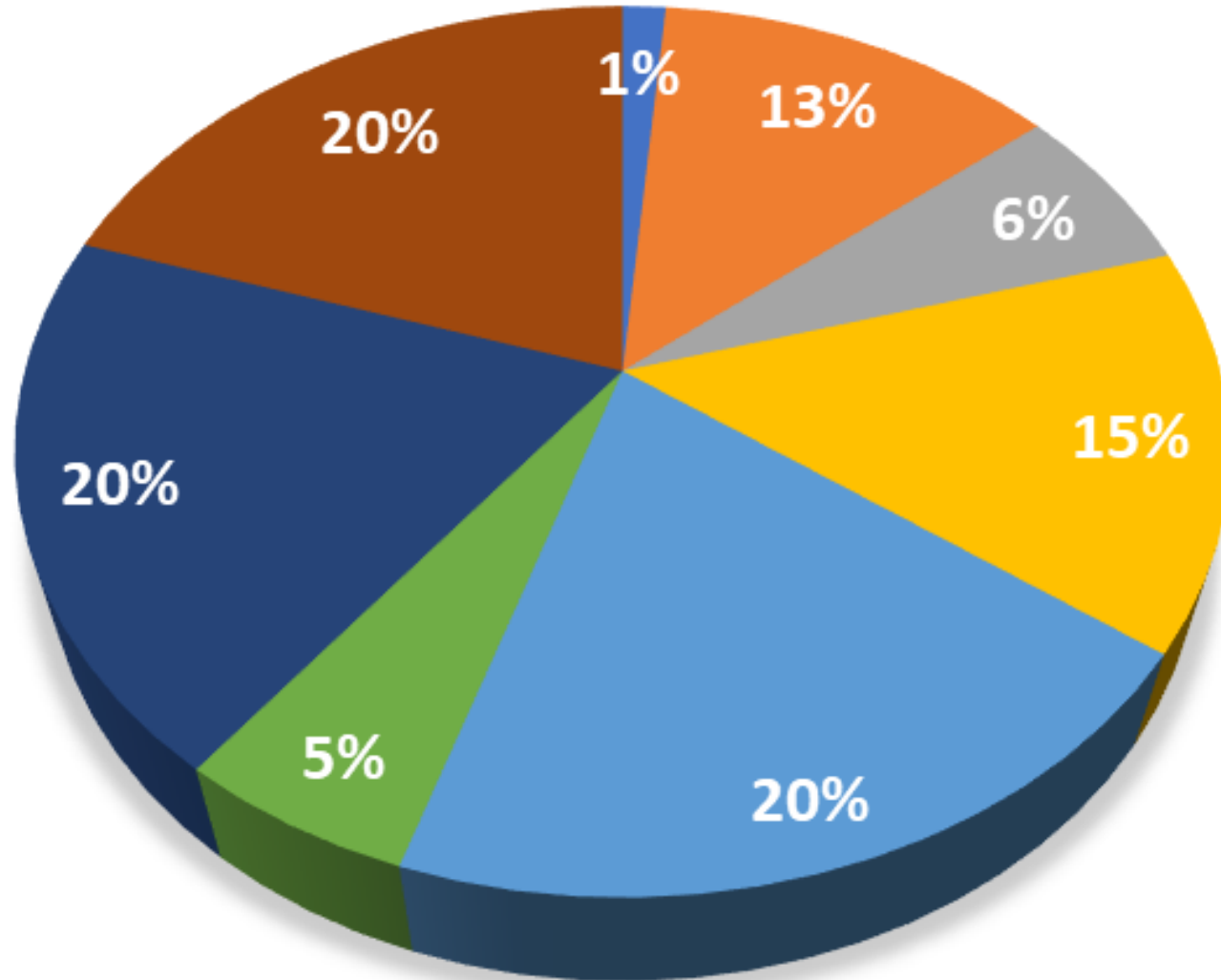
Traffic Program Citation Map

- Enforcement areas based on community complaints
- 16 shifts worked between August to November
- 106.5 hours total
- 220 Citations Total
 - 146 Moving Violations
 - 42 Equipment Violations
 - 32 Parking Violations



Traffic Enforcement Program

Primary Violations

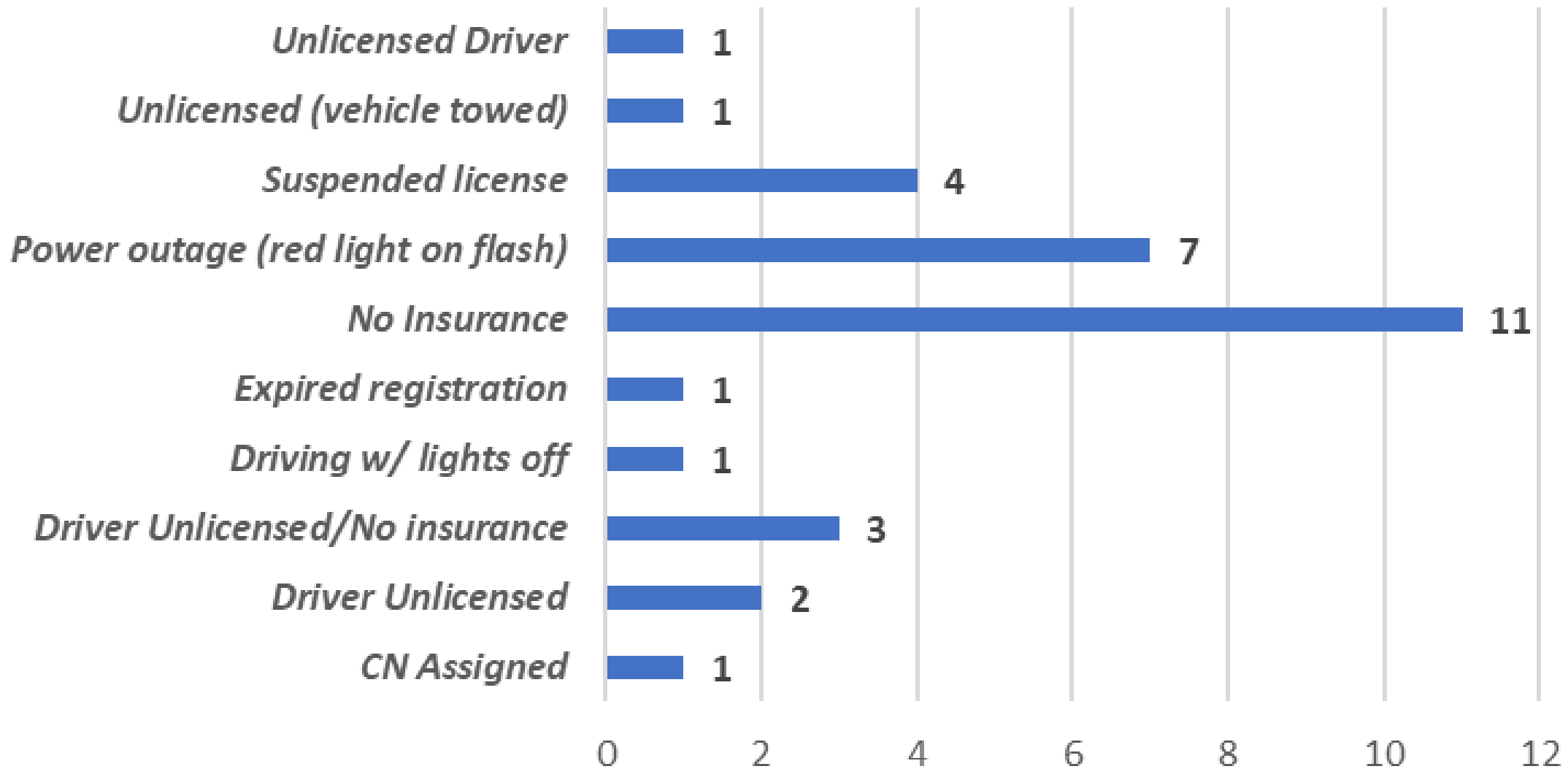


- Cell phone (3)
- Equipment (28)
- Other (Seat Belt, Reg, Etc) (14)
- Parking Cite (32)
- Red light (44)
- Signs violation (12)
- Speeding (43)
- Stop sign (44)



Traffic Enforcement Program

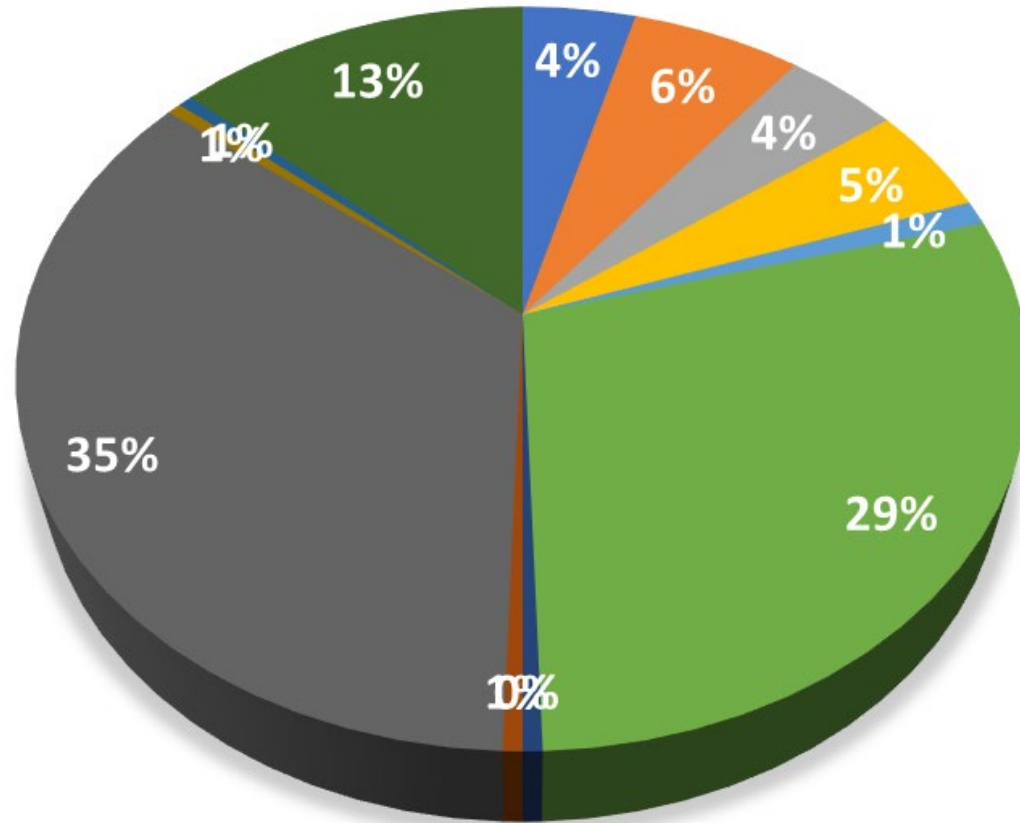
Additional Violations



Traffic Enforcement Program

City of Residence

- 35% SD residents
- 29% Lemon Grove residents
- 13% Spring Valley residents
- 23% All other residents



■ Chula Vista (8)

■ El Cajon (12)

■ Out of County (8)

■ La Mesa (9)

■ Lakeside (2)

■ Lemon Grove (54)

■ National City (1)

■ Potrero (1)

■ San Diego (66)

■ San Marcos (1)

■ Santee (1)

■ Spring Valley (25)



2022 Initiatives

- Psychological Emergency Response Team (PERT) staffing increase
- Mobile Crisis Response Team (MCRT) implementation for East County
- Sheriff's LGBTQ+ Advisory Council



Mobile Crisis Response Team (MCRT)

- Civilian team comprised of a licensed clinician, a peer support specialist, and a case worker who will respond in the community to a mental health call for service
- Will not respond to violent incidents and/or situations with potential for violent confrontation
- Currently in-progress in North County and South County
- East County MCRT should be in service by mid-2022



CRISIS LINE
Help is Available
(888) 724-7240
www.up2SD.org



**SAN DIEGO COUNTY
SHERIFF'S DEPARTMENT**



Sheriff's LGBTQ+ Advisory Council

- 15 member council
- All walks of life & experience
- Meeting once per month
- Applications being accepted through March 31, 2022

"THE RELATIONSHIP BETWEEN LAW ENFORCEMENT AND THE LGBTQ+ COMMUNITY HAS SEEN SIGNIFICANT PROGRESS THROUGHOUT THE YEARS. MY INTENTION IS TO BOLSTER THAT RELATIONSHIP THROUGH MEANINGFUL DIALOGUE AND RELATIONSHIPS WITH A NEWLY REESTABLISHED LGBTQ+ ADVISORY COUNCIL."



ACTING SHERIFF
KELLY MARTINEZ





- Bureaus
- Community
- Recruitment
- Resources
- I Want To...

APPLY NOW

LGBTQ+ Advisory Council

Apply Now: Sheriff's LGBTQ+ Advisory Council

Acting Sheriff Kelly Martinez has announced an open call for the next Sheriff's LGBTQ+ Advisory Council. Applications accepted through March 31.

LEARN MORE



Meet The Sheriff



Concealed Weapons Permit



Jail Lookup & Information



Reentry Works



Open Data



Join SDSheriff

www.sdsheriff.gov

TOP

- Home
- PDF
- Print
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Lemon Grove Sheriff's Substation

3240 Main Street, Lemon Grove, CA 91945
(619) 337-2000

PUBLIC COMMENT

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- Speaker Slips are located at the entrance of the Chambers.



ALL SPEAKERS RELATING TO PUBLIC COMMENT WILL HAVE 3 MINUTES TO ADDRESS COUNCIL

1. CONSENT CALENDAR



2. REPORT TO COUNCIL:

2021 General Plan Annual Progress Report

Presented by: Bill Chopyk, Interim Community
Development Manager



RECOMMENDATION:

Adopt a resolution accepting the 2021 General Plan Annual Progress Report (Report) and direct staff to submit the Report to both the California State Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD).



PUBLIC COMMENT

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ALL SPEAKERS RELATING TO PUBLIC COMMENT WILL HAVE 3 MINUTES TO ADDRESS COUNCIL

3. REPORT TO COUNCIL:

FY 2021-2022 General Fund Budget Mid-Year Report

Presented by: Rod Greek, Interim Administrative
Finance Director



Purpose

- Fiscal year July 1, 2021 through June 30, 2022
- Mid-Year review and report this evening
- Intended to provide information on status of revenue and expenditures
- Seek approval for requested budget adjustments

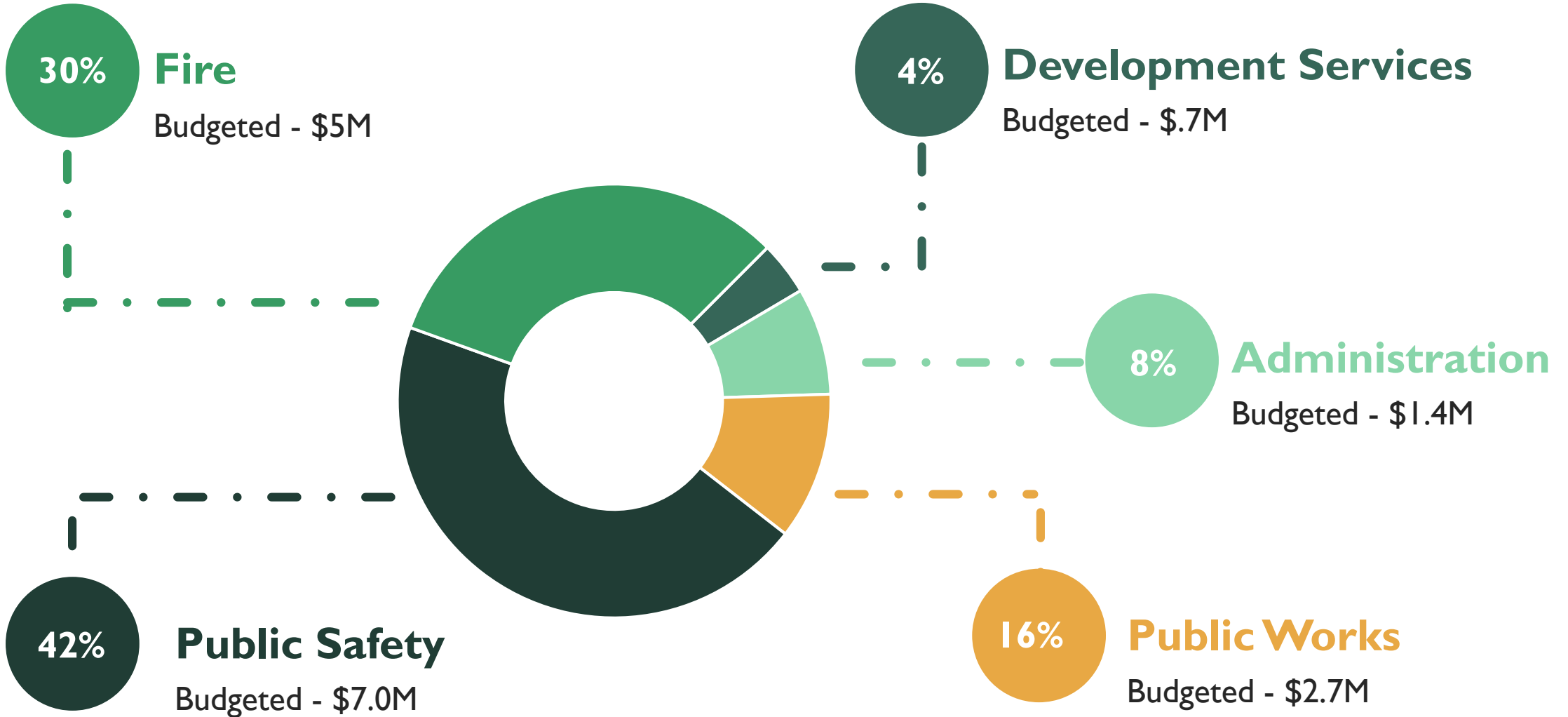
FY 2021-22 Adopted General Fund Budget

- General Fund is the City's primary day-to-day operating fund
- Adopted operating and capital budget with \$136,836 net revenue position.
 - Static level of services
 - Includes One-time monies from settlement of a disputed permit fee


FY 2021-22 Adopted General Fund Budget

- Carry-Over Budget for On-going Capital Projects
- New bottom line Net Revenue for the General Fund is now estimated at \$521,201

FY2021-22 General Fund Expenditures by Department



Total Budget: \$16.9M



FY 2021-22 Activity

General Fund

Year to Date General Fund Activity

	Year to Date	Budgeted	Percentage
Revenue	\$8,703,245	\$15,915,222	55%
Expenditure	\$8,243,760	\$16,836,386	52%

- As of February 14th
- Reflects mostly July-December activity due to delay in receiving revenue and paying invoices
- Budget adjustments recommended for budget line items trending over or under budget by at least \$5,000
- Making budget line items as accurate as possible leads to a bottom line estimate that is more precise



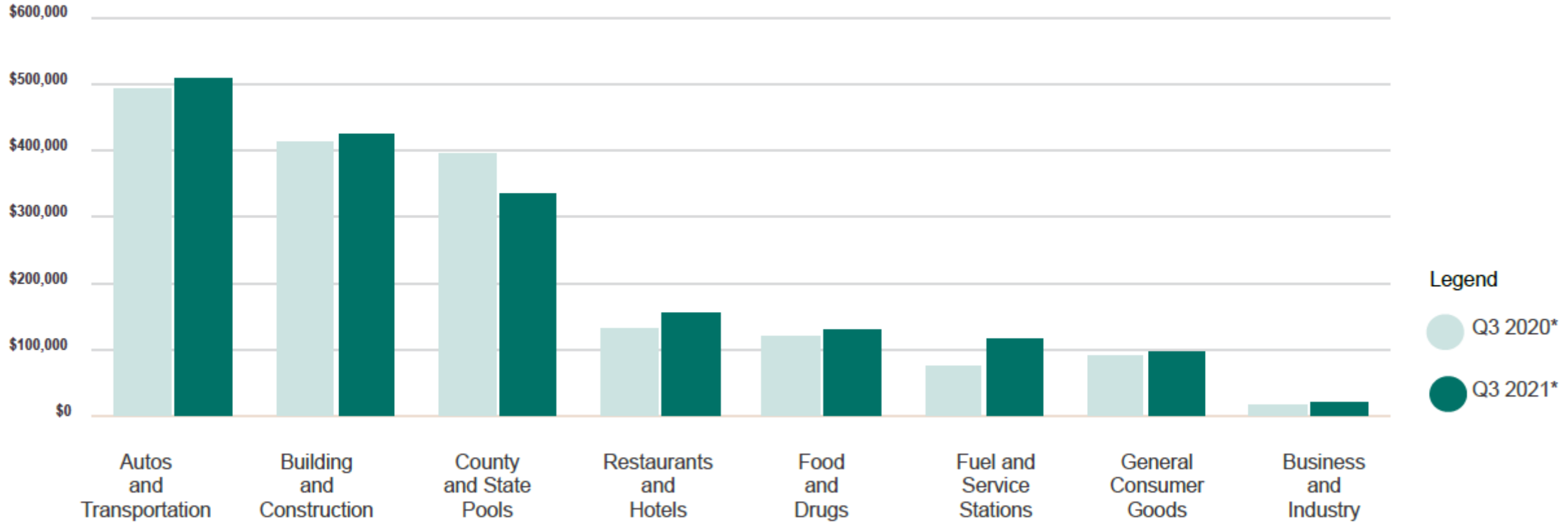
General Fund Revenue

Sales Tax

- Typically 40% of General Fund revenue, largest revenue source
- Of 7.75% sales tax rate paid by a customer, 1% goes to the City
- Point of sales transactions allocated directly to City
- Online transactions allocated through countywide pool
 - Pro-rata allocation based on point of sale activity
 - October 2019 Marketplace Facilitator Act

**Allocation aberrations have been adjusted to reflect sales activity*

SALES TAX BY MAJOR BUSINESS GROUP



Sales Tax

- Budgeted \$6,110,995
- City's largest taxpayers have actually declined this quarter compared to one year ago.
- Overall the cities taxable sales are up year over year.
- Anticipate \$350,000 more than adopted budget, for a total of \$6,460,995

Sales Tax

- Lower growth for FY2021-22
- More modest increase for FY2022-23
 - Spending shift back to non-taxable services and activities
 - Our portion of the pool continues to go down as our neighboring cities recover
 - Online sales tax now going to distribution center locations

Property Tax

- Second largest source of General Fund revenue
- Receive revenue from County in December and March
- Sales have softened a bit, but remain relatively strong
- Recommend increase in Property Tax by \$84,000
- Recommend increase in property transfer tax revenue by \$50,000
- Similar to Sales Tax, Property tax will see lower increases in FY 2022-23.

Property Tax in Lieu of VLF

- State swapped vehicle license fee (VLF) revenue for additional property tax revenue to cities
- Benefit from annual growth in assessed value of property
- Provided by state in two equal payments each year
- Recommend \$95,000 increase to reflect exact revenue will receive

Cannabis Business Tax

- Measure J codified as Chapter 5.46 of the Lemon Grove Municipal Code
- Cannabis Business Tax 5% on adjusted gross revenue, paid monthly.
- City now has two active retailers.
- Increase revenue by \$50,000

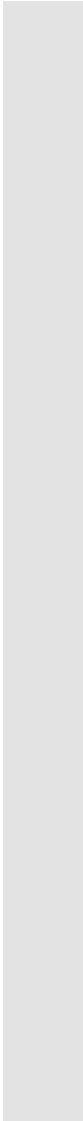
Other Revenue Changes

• Fire Cost Recovery	+\$230,000
• Building Permits	+\$170,000
• EMT Fees	+\$ 50,000
• Motor Veh Lic Fees	+\$ 20,000
• Passport Processing	-\$ 10,000
• Day Camp	-\$ 15,000
• Special Events	-\$ 15,000

Revenue Adjustments: + \$1,059,000



General Fund Expenditures




General Fund Expenditures

- City Council: Professional Services
 - **-\$35,000**
- Human Resources: Professional Development
 - **-\$5,000**
- City Clerk: Publishing
 - +\$18,000
- City Attorney: Litigation Services (City and Non-City)
 - +\$240,000
- Finance: Professional Services
 - +\$15,000

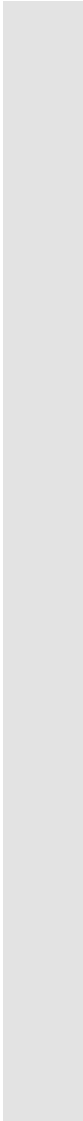
General Fund Expenditures

- Fire: OT, PPE, Repairs and supplies
 - +\$298,635 (Net increase is \$18,635)
- Community Development: Plan Checks
 - +\$90,000
- Public Works: Streets – Eq Rental, Grounds - Maint Supplies; Facilities - Maint Services; Training
 - +\$38,000
- Non-Departmental: SDSU Sage project
 - +\$15,000

Expenditure Adjustments: + \$674,635



FY 2021-22 Updated Net Change



New Bottom Line

Adopted FY 2021-22 General Fund Budget Net Balance after One-time \$'s	\$136,836
Revenue Budget Adjustments	1,059,000
Expenditure Budget Adjustments	(674,635)
New Estimated FY 2021-22 General Fund Net Budget Balance	\$521,201

FY 2021-22 Reserves

Estimated Unrestricted Reserves as of 7/1/2021	\$5,939,780
FY 2021-22 Net Balance Increase	521,201
<hr/>	
Estimated Unrestricted Reserves as of 7/1/2022	6,460,981
Reserves as % of GF Exp	38.4%

Other Funds

Fund	Category	Description	Adjustment
Grants	Revenue	City's Bicycle Patrol Program (BPP)	12,349
Grants	Revenue & Expense offset	FY20 Assistance to Firefighters Grant (AFG)	+ & - 53,165
Grants	Revenue	FY20 State Homeland Security Grant (SHSG)	19,996
Sanitation Operating	Expenditure	Emergency Callout and Repair	20,000
Sanitation Operating	Expenditure	Training	10,000
Sanitation Capital	Expenditure	Design Services	234,000

Option to Add Paving Services

+\$886,280

Category	Current Program	Current Program (Cost)	Comprehensive City Paving Program	Comprehensive City Paving Program (Amount of Expenditure Increase)
Personnel	1 Street Supervisor	\$109,740	No change	\$0
			Add 2 Street Tech III	+\$150,000
	2 Street Tech II	\$125,146	No change	\$0
	2 Street Tech I	\$106,280	Add 2 Street Tech I (Total 4)	+\$106,280
	2 Maint.Serv.Worker	\$70,236	No change	\$0
	SUBTOTAL	\$411,402	SUBTOTAL	+\$256,280
Vehicles	5 Vehicles	\$0	Purchase 2 vehicles (Total 7)	+\$75,000
Equipment	1 paver	\$0	Purchase 1 highway class paver	+\$450,000
	2 rollers	\$0	2 rollers	\$0
	SUBTOTAL	\$0	SUBTOTAL	+\$525,000
Training, Travel, Meetings		\$6,000	Increase based on staffing	+\$25,000
Tools & Supplies		\$13,000	Increase based on staffing	+\$20,000
Repair & Maint – Eq & Veh		\$37,000	Increase based on staffing	+\$45,000
Eq Rental		\$5,000	Increase based on staffing	+\$15,000
	SUBTOTAL	\$61,000	SUBTOTAL	+\$105,000

Conclusion

- This is the last time we will focus on adjusting the FY2021-22 budget
- Next time we discuss FY 2021-22 will be to review our actual performance
- Moving forward, the focus will be on the 5-year General Fund Forecast and the FY2022-23 Budget development

RECOMMENDATION:

Adopt a resolution approving the Fiscal Year 2021-22 City of Lemon Grove General Fund and Other Fund Budget Adjustments.



PUBLIC COMMENT

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ALL SPEAKERS RELATING TO PUBLIC COMMENT WILL HAVE 3 MINUTES TO ADDRESS COUNCIL

CONTINUED ITEM FROM MARCH 1, 2022 CITY COUNCIL MEETING:

1.B City of Lemon Grove Payment Demands



CITY COUNCIL REPORTS ON MEETINGS ATTENDED AT THE EXPENSE OF THE CITY



CITY MANAGER REPORT



CLOSED SESSION:

a. Conference with Legal Counsel - existing litigation

Government Code § 54956.9(a)

Name of Case: Harris v. City of Lemon Grove Case et al. (Case No.: 37-2019- 00062135-CU-PO-CTL)

b. Conference with Legal Counsel – anticipated litigation (Govt C §54956.9(d)(2)-(4));



ADJOURNMENT



From: [Keliinoi](#)
To: [Audrey Malone](#)
Subject: Re: Public Comment for next scheduled city council meeting
Date: Tuesday, March 15, 2022 12:40:28 PM

[REDACTED]

[REDACTED]

[REDACTED]

On Mar 8, 2022, at 10:17 PM, Will & Brenda Keliinoi <keliinoi@yahoo.com> wrote:

To whom it may concern,

As a member of the community who attended today's special city council meeting, I would like the to request the following item be added to the agenda, discussed in a public and recorded matter:

What was the total cost to Lemon Grove tax payers to hold this special, last minute, 4 hour meeting held the night of March 8th 2022?

Thank you,

Brenda Keliinoi

From: [Carol Green](#)
To: [Audrey Malone](#); [Raquel Vasquez](#); [Jennifer Mendoza](#); [Jerry Jones](#); lianalebaron@gmail.com; [George Gastil](#)
Subject: California State PTA supports AB 1690
Date: Tuesday, March 15, 2022 1:15:36 PM

Dear Lemon Grove City Council Members:

I am writing to you today in my official capacity as the President of the California State PTA with more than half a million members in California and about 30,000 in San Diego San Diego County including very active parents and local associations in Lemon Grove

The California state PTA is Supporting AB 1690—which bans the sale of tobacco filters and single-use cigar, nicotine and cannabis electronic vapes.

For more than half a century, these filters have caused a public and environmental health crisis that found renewed vigor in recent years as the tobacco industry began to sell electronic vape products.

This bill helps keeps Californians healthy and cleans up our environment. Our planet is at a critical tipping point – filters destroy our environment unlike any other discarded waste and the toxic chemicals found in electronic vapes seep into our fragile ecosystems, all while also damaging individuals' health with hazardous smoke.

It has long been documented that this industry targets our children. This proposal will create a safer and cleaner world by reducing the problem of cigarette waste, and by preventing the emerging waste source of single-use vape products from presenting similarly serious environmental problems in the future.

Cigarette filters are the most pervasive form of litter worldwide. Of the 6 trillion globally consumed cigarettes, approximately 4.5 trillion cigarette filters are littered into the environment each year. Our coastal ecosystems face significant perils from cigarette and vape waste. Improperly disposed cigarette filters and single-use vapes seep toxic chemicals into the environment, pollute water, and harm wildlife. The United Nations World Health Organization noted that within 96 hours, just one tobacco filter could kill 50% of the saltwater and freshwater fish exposed to its toxins.

California State PTA supports ab1690 because it will improve our environment and the health and safety of our children, I hope the Lemon Grove city council will also support this bill and take into consideration the impact of single use vapes and filters on our environment and our children as they make future decisions about tobacco and marijuana businesses in the city.

The mission of the California State PTA is to positively impact the lives of all children and families. This is achieved by engaging the public on issues concerning children and families, building family engagement, and consistently advocating for laws to protect children. Please help us pass laws that protect our children and keep everyone in our community healthier.

Thank you,

Carol

Carol Green

President

CALIFORNIA STATE PTA



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About California State PTA

California State PTA connects families, schools and communities. We are part of the foundation of our public-education system and a trusted messenger to millions of members, parents, families, educators and allied agencies throughout the state. PTA is the nation's largest volunteer-led child-advocacy association working to drive improvements in the education, health and well-being of all children and families. www.capta.org

From: [Kelly McCormick](#)
To: [Audrey Malone](#)
Subject: Non-Agenda Public Comment-City Council Meeting 3.15.22
Date: Tuesday, March 15, 2022 2:55:35 PM

Non-Agenda Public Comment-City Council Meeting 3.15.22

Hello Mayor and City Council Members,

The Wall Street Journal published an article last week, called "Talking to Teens about Cannabis Gummies as Use Booms".

The article correctly states that the expanded legalization of recreational marijuana has led to wider availability of cannabis edibles. These products include gummies and other edibles like chocolate bars, hard candies, cookies, brownies, and more. They look exactly like their non-marijuana counterparts, often coming in colorful packaging that does not give warnings about over-consumption and the associated harms to mental and physical health.

The Journal reports that marijuana edibles are showing up more commonly in schools, sometimes culminating in a trip to the hospital for teens who go into marijuana-related distress.

It's common for a single cookie or candy bar to contain 10 or more doses of THC, the psychoactive ingredient in marijuana. Even one single marijuana gummy bear may contain multiple doses. It takes an hour or more to feel the effects of an edible, making over-consumption more likely.

The way edible THC is processed by the liver increases the psychoactive properties, according to Dr. Staci Gruber, a neuroscience researcher. Users can experience extreme dizziness and lightheadedness, feelings of panic, increased heart rate, and vomiting,

The article concludes with the importance of trying to delay marijuana use, especially edibles and other high-THC products until adulthood, because the teen and young adult brain is still under construction.

If we truly care about the health of our young people, we must do more to rein in the aggressive marketing of the marijuana industry and to provide accurate information about the harms of marijuana use.

Thank you,
Kelly McCormick
Public Health Educator

From: [Peggy Walker](#)
To: [Audrey Malone](#)
Subject: For City Council Meet. 3/15
Date: Monday, March 14, 2022 3:13:16 PM

[REDACTED]

TO: City Council Members
DATE: March 14, 2022
RE: AB 1690 "Smoking Waste Prevention Act"

Dear Council Members:

I speak as an environment advocate to ask this Council to write state legislators in support of the environmentally-friendly "Smoking Waste Prevention Act," or AB 1690. One of the principal_co-authors of this bill is San Diego County's own Assembly person Tasha Boerner Horvath.

This bill addresses the most highly littered product in the world -- cigarette butts, which are causing massive litter issues, micro plastic solution in the Ocean, and toxicity to sea life.

99% of Cigarette filters or butts are made from plastic or cellulose acetate, which is a non-biodegradable plastic. These filters absorb tar, nicotine, toxic chemicals and heavy metals that can damage fragile ecosystems. Cigarettes ALONE account for 32% of the total debris of CA's coastal cleanup, compared to food wrappers & containers that account for only 9%.

And, not only are cigarette filters an environmental hazard, cleanup is highly costly -- totaling \$41 billion for communities throughout the state.

AB1690 also prohibits the sale of other non-biodegradable products that are producing hazardous waste including:

- single-use plastic cigar filters,
- single-use electronic-cigarettes with non-rechargeable batteries,
- and single-use integrated cannabis vaporizers that are not refillable or rechargeable.

San Diego State University's Dr. Tom Novotny has conducted extensive research and states that local action is critically important to reduce the environmental burden of the toxic waste from these products. Please ask CA legislators to support AB1690 to stop the damage and sustain environmental quality.

Thank You,

Yours Truly,
Peggy Walker
Coastal Communities Tobacco & Drug Free Coalition
San Diego County Tobacco Control Coalition
[REDACTED]

From: [Rebecca Rapp](#)
To: [Audrey Malone](#); [George Gastil](#); [Jerry Jones](#); [Jennifer Mendoza](#); [Raquel Vasquez](#); llebaron@lemongrove.ca.gov
Subject: Please include in Agenda Packet for tonight's CC meeting 3-15-22
Date: Tuesday, March 15, 2022 4:23:40 PM

Good evening, Mayor Vasquez and city council, I'm writing to you as I cannot attend in person tonight, my name is Becky Rapp, I'm a parent and public health educator, deeply concerned with the mental health crisis our youth are facing. Teens and young adults all over the city are suffering more than ever from depression, anxiety, and suicidal ideology. The numbers are staggering. It's so concerning that state Senators are talking about it and engaging in conversations with the US Surgeon general. Dr. Vivek Murthy.

Senator Lankford spoke to the impacts of marijuana consumption and how it ties to mental health in youth, issuing an advisory and call to action. The surgeon general states, "marijuana works by binding to receptors in the brain to produce euphoria, intoxication and memory and motor impairments". Dr. Murthy goes on to say, "when it comes to youth, I worry that there is a perception that marijuana is utterly harmless to children, we need to be responsible in how we teach our kids about marijuana. Families, health care providers, and teachers need to know how to talk to children."

Senator Lankford recognizes that this message is not getting out. Children and youth are watching role models use marijuana, they're seeing businesses open with signage and advertising targeting kids. Billboards advertise the misconception that marijuana will make you healthy and happy. We even have businesses with the name of Cookies in neighboring communities like Mission Valley and La Mesa.

It's crucial we now more than ever educate our youth. Educate them on the detrimental effects that marijuana can have on their mental health. Small steps such as removing all billboards in and around communities and counter-messaging could have lasting positive effects on our youth's mental health.

Thank you