



City of Lemon Grove City Council Regular Meeting Agenda Tuesday, November 3, 2020, 6:00 p.m.

Virtual Meeting via Zoom platform

<https://www.zoom.us/home?zcid=2478>

Meeting Access # 619-825-3800

<https://us04web.zoom.us/j/6198253800>

City Council

Racquel Vasquez, Mayor
Jennifer Mendoza, Mayor Pro Tem
Jerry Jones, Councilmember
David Arambula, Councilmember
Yadira Altamirano, Councilmember

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

Public Participation

In accordance with Executive Orders N-25-20, N-29-20 and N-35-20 paragraph 3, executed by the Governor of California on March 17, 2020, and as a response to mitigating the spread of Coronavirus known as COVID-19, the Regular Meeting of the City Council scheduled for Tuesday, November 3, 2020, at 6:00 p.m. will be a virtual meeting – audio only.

Below are the ways to participate. For any questions contact the City Clerk's Office at (619) 825-3800.

Members of the public are able to participate in the following ways:

1. Listen to audio live via zoom
2. Written Public Comment: Which will be accepted by email with the subject line PUBLIC COMMENT ITEM #____. Email to the City Clerk schapel@lemongrove.ca.gov prior to the meeting. The deadline for the public comment to be submitted is **Monday, November 2, 2020 at 5:00 p.m.** Any comment received after the deadline will not be read at the meeting, but will be maintained in the record.

Join the Meeting

Before joining a Zoom meeting on a computer or mobile device, you can download the Zoom app from the [Zoom Download Center](#). Otherwise, you will be prompted to download and install Zoom when you click a join link.

Prerequisites

- Each meeting has a Meeting Access ID and Password that will be required to join a Zoom meeting. #619-825-3800. If you have eNotification set-up it will be included on your email notification. If you have not yet set-up notifications for City meetings and events please go to the City website and [sign up](#).
- Meeting will be Audio only for all participants.

1. Open the Zoom desktop client
2. Join a meeting using one of these methods:
 - * Click Join a Meeting if you want to join in without signing in.
 - * Sign in to Zoom then click join.
3. Enter the Meeting ID number and your display name
4. If you're not signed in, enter a display name.

All audio will be muted upon entering.

The meeting audio will be available on the City website within 24 hours of the meeting.

Public Comment:

In accordance with Executive Orders N-25-20, N-29-20 and N-35-20 paragraph 3, executed by the Governor of California on March 17, 2020. Written Public Comment: Which will be accepted by email with the subject line PUBLIC COMMENT ITEM ____ . Email to the City Clerk schapel@lemongrove.ca.gov prior to the meeting. The deadline for the public comment to be submitted is Monday, November 2, 2020 at 5:00 p.m. Any comment received after the deadline will not be read but will be maintained in the record.

Process:

1. Email City Clerk your written comment. In the Subject Line of the email indicate whether comment is for Public Comment (item not on the agenda) or Agenda Item #.

Participants addressing the City Council by email are encouraged to provide the following information:

- a) Full Name;
- b) Contact Number;
- c) Address;
- d) Public Comment or Agenda Item No;
- e) Subject;
- f) Written Comments

2. Include Comment – Comment is limited up to three (3) minutes. Comment will be read by the City Clerk and timed and if comment extends longer than three (3) minutes it will be timed out.

If comment is received but there is no indication as to whether it is to be read under Public Comment or a specific agenda item, the comment will be retained in the record but not read at the meeting.

Currently public comment is only being accepted by email to be read by the City Clerk. City Clerk email address: schapel@lemongrove.ca.gov

**City of Lemon Grove
City Council Regular Meeting Agenda**

**Tuesday, November 3, 2020, 6:00 p.m.
Virtual Meeting via Zoom platform**

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:

Public Comment:

(Note: In accordance with State Law, the general public may bring forward an item not scheduled on the agenda; however, the City Council may not take any action at this meeting. If appropriate, the item will be referred to staff or placed on a future agenda.)

Public comment will be read into the record by the City Clerk. Per Lemon Grove Municipal Code Section 2.14.150, each comment is allowed up to three (3) minutes.

City Council Oral Comments and 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:

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: Molly Brennan, Administrative Services Director

Recommendation: Ratify Demands

1.C. Approval of Meeting Minutes

October 20, 2020 Regular Meeting

Reference: Shelley Chapel, City Clerk

Recommendation: Approve Minutes

1.D. Local Agency Improvement Fee Report FY19 -20

Reference: Mike James, Assistant City Manager / Public Works Director
Recommendation: Receive and File the Annual Local Agency Improvement Fee Report for Fiscal Year 2019-2020.

Reports to Council:

2. Amendment No. 1 to the Agreement with Home Start

Reference: Mike James, Assistant City Manager / Public Works Director

Recommendation: Adopt Resolution entitled, "A Resolution of the City Council of the City of Lemon Grove, California, Approving Amendment No. 1 to the Professional Services Agreement with Home Start to Provide Homeless Service Outreach."

Adjournment

AFFIDAVIT OF NOTIFICATION AND POSTING
STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS
CITY OF LEMON GROVE)

I, Shelley Chapel, MMC, 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 November 3, 2020, 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/: Shelley Chapel
Shelley Chapel, MMC, 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 schapel@lemongrove.ca.gov. A full agenda packet is available for public review at City Hall



CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. 1.A

Meeting Date: November 3, 2020
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: November 3, 2020
Submitted to: Honorable Mayor and Members of the City Council
Department: City Manager's Office
Staff Contact: Molly Brennan, Administrative Services Director
<mailto:MBrennan@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:

Molly Brennan, Administrative Services Director
For Council Meeting: 11/03/20

ACH/AP Checks 10/13/20-10/23/20 571,371.74

Payroll - 10/20/20 125,283.76

Total Demands 696,655.50

CHECK NO	INVOICE NO	VENDOR NAME	CHECK DATE	Description	INVOICE AMOUNT	CHECK AMOUNT
ACH	Sep20	Wells Fargo	10/13/2020	Bank Service Charge - Sep'20 Credit Card Processing-Mo.Svc -Sep'20 Credit Card Transaction Fees- Sep'20	405.94 9.95 422.41	838.80
ACH	Oct6 20	US Treasury	10/13/2020	Federal Taxes 10/6/20	29,333.27	29,333.27
ACH	Refill 10/15/20	Pitney Bowes Global Financial Services LLC	10/16/2020	Postage Usage 10/15/20	250.00	250.00
ACH	Sep9-Oct6 20	California Public Empl Retirement System	10/21/2020	Pers Retirement 9/9/20-10/6/20	69,511.76	69,511.76
ACH	Oct20 20	Employment Development Department	10/22/2020	State Taxes 10/20/20	7,636.27	7,636.27
ACH	780203	Aflac	10/22/2020	AFLAC Insurance 10/22/20	1,684.42	1,684.42
ACH	67956845	WEX Bank	10/22/2020	Fuel - Fire Dept - Sep'20	494.60	494.60
ACH	Oct7-Oct20 20	Calpers Supplemental Income 457 Plan	10/23/2020	457 Plan 10/7/20-10/20/20	9,306.55	9,306.55
13590	L1072895UJ	American Messaging	10/14/2020	Pager Replacement Program 10/1/20-10/31/20	50.53	50.53
13591	41181	Anita Fire Hose Company Etc	10/14/2020	6 Year Fire Extinguisher Maintenance - Fire Station	37.39	37.39
13592	5656191413 5656205058 5656269086 5656286411	AutoZone, Inc.	10/14/2020	Lawn Lamp Battery Supplies/PW - Bolts Diesel Exhaust Fluid/Motor Oil/Diesel Motor Oil - PW Streets Transmission Fluid - Asphalt Crack Sealer	43.98 8.47 102.04 71.08	225.57
13593	10304L-IN 18783L-IN 18783L-IN 35912-IN	Aztec Landscaping Inc	10/14/2020	Trolley Corridor Vegetation Maintenance - One-time Cleanup/Trim Landscaping Labor - Irrigation Repairs - Various Locations Material - Irrigation Repairs - Various Locations Landscape Mgmt Svc - Sep'20	4,820.00 1,023.00 881.25 3,610.00	10,334.25
13594	Oct2020 Oct2020	BCC	10/14/2020	LTD Insurance - Oct'20 Life Insurance - Oct'20	723.33 641.25	1,364.58
13595	5082398	Bearcom	10/14/2020	Portable Radios Monthly Contract 9/22/20-10/21/20	150.00	150.00
13596	672817 672849	Broadway Auto Electric	10/14/2020	Battery/Asphalt Crack Sealer/PW Streets LGPW#32 Truck/GapVax - Window Regulator/Driver Side Window	148.56 834.88	983.44
13597	22202 22204 22206 22206 22206	City of La Mesa	10/14/2020	2021 Shift Calendars - Lemon Grove's Share FY19-20 Qtr 4-JPA Reconciliation- Apr-Jun 20 Overtime Reimbursement - Baum 9/12/20 Overtime Reimbursement - Casey 9/14/20 Overtime Reimbursement - Lima 9/10/20	130.45 77,694.00 1,478.17 1,310.41 1,310.41	81,923.44
13598	SD10025FY21 SD10199FY21	County of San Diego- Vector Control Program	10/14/2020	Mosquito & Vector Control Assessment SD 10025 FY21 Mosquito & Vector Control Assessment SD 10199 FY21	14.64 265.75	280.39
13599	6226 6227	D- Max Engineering Inc	10/14/2020	6550 MacArthur Dr SWQMP Review 9/1/20-9/30/20 7150 Central SWQMP Review 9/1/20-9/30/20	730.00 990.75	1,720.75
13600	dsb20195357	Dig Safe Board	10/14/2020	State Fee/Regulatory Monthly Costs/Dig Alert 2019	57.13	57.13
13601	20-Oct	Fidelity Security Life Insurance Company	10/14/2020	Vision Insurance -Oct20	288.52	288.52
13602	INV1018608	George Hills Company	10/14/2020	Annual Medicare/CMS Report Fee	250.00	250.00
13603	1639	Janazz, LLC SD	10/14/2020	IT Services- City Hall- Sep'20	2,539.99	2,539.99
13604	14121 14122	Knott's Pest Control, Inc.	10/14/2020	Monthly Bait Stations- Civic Ctr - Oct20 Monthly Bait Stations- Sheriff - Oct20	60.00 45.00	105.00
13605	202009	Lemon Grove Car Wash, Inc.	10/14/2020	Oil Change - LGPW#31 '14 Ford Escape 9/14/20	44.93	44.93
13606	INV32579 INV32579	Logicopy	10/14/2020	Ricoh C3502 Copier Contract Usage Charge- PW Yard-7/7/20-10/6/20 Ricoh C3502 Copier Contract Charge- PW Yard - 10/7/20-11/6/20	68.24 51.58	119.82
13607	Sep20 Sep20 Sep20 Sep20 Sep20 Sep20 Sep20	Lounsbery Ferguson Altona & Peak LLP	10/14/2020	Cost-Share Agreement 03529-00005 Sep'20 General 03529-00001 Sep'20 03529-00017 COVID-19 Sep'20 Affordable Housing 05329-00004 Sep'20 03529-00015 Sep'20 03529-00016 Sep'20 03529-00018 Sep'20	1,650.32 8,658.96 647.40 83.00 993.10 2,124.80 1,294.80	15,452.38

13608	8312	MCD Tire	10/14/2020	LGPW#52 Cat Skidsteer - 4 Tires & Installation	3,663.50	3,663.50
13609	1094598	Michael Baker International	10/14/2020	Prof Eng Svcs/FY19/20 Sewer CIP Rehab Proj Design thru 8/31/20	3,362.13	3,362.13
13610	7190 7203	North County EVS, Inc.	10/14/2020	E210 Service Call/Check Pump Throttle Control Issue E210 Service Call/Diagnose Battery Charger Issue	770.00 1,467.37	2,237.37
13611	152542 152542	Pacific Sweeping	10/14/2020	Street Sweeping/Parking Lot - Sep'20 Power Washing/Bus Shelters - Sep'20	1,583.00 4,388.00	5,971.00
13612	3010323843	Parkhouse Tire Inc	10/14/2020	Backhoe 420E- Fleet Service/Flat Repair	186.44	186.44
13613	Pozuelos	Pozuelos, Williams Giovanni	10/14/2020	Sewer Easement/1821 Ensenada St/Pozuelos, Williams Giovanni	250.00	250.00
13614	Oct2020	Preferred Benefit Insurance Administrators	10/14/2020	Dental Insurance- PPO -Oct'20	3,809.50	3,809.50
13615	INV00018751	RapidScale Inc.	10/14/2020	Virtual Hosting/Back Up Svc/Cloud Storage/Svr 9/30/20-10/30/20	4,379.80	4,379.80
13616	Rojas	Rojas, Joshua	10/14/2020	Re-issue/Small Business Relief Grant Program/8087 Broadway	7,500.00	7,500.00
13617	0000007827	San Diego Stormwater Solutions, Inc	10/14/2020	BMP Maintenance Service - Stormdrain Filter Insert Cleanings	960.00	960.00
13619	4154920380/1020 Sep20	SDG&E	10/14/2020	Electric Usage:St Light 8/31/20-9/30/20 Gas & Electric 8/24/20-9/23/20	1,836.97 23,293.08	25,130.05
13620	500807	South Coast Emergency Vehicle Services	10/14/2020	Input/Output Modules/Cab Latch Spacer - Fire Vehicle	1,569.80	1,569.80
13621	105845116-0001 105897684-0001 105956486-0001 106093599-0001	Sunbelt Rentals Inc.	10/14/2020	Propane Propane Propane Propane	16.52 14.33 18.10 18.52	67.47
13622	11492	T-Man Traffic Supply	10/14/2020	Steel Posts & Rivets - Traffic Signs	493.08	493.08
13623	2717-3	The Sherwin-Williams Co.	10/14/2020	Curb Paint - Street Improvements	40.75	40.75
13624	920200388	Underground Service Alert of Southern Ca.	10/14/2020	44 New Ticket Charges - Sep'20	82.60	82.60
13625	72693477 72721026 72721027 72722555 72724945 72728074 72728075 72735457	Vulcan Materials Company	10/14/2020	Asphalt/SS1H 4.5 Gallon Bucket Asphalt/SS1H 4.5 Gallon Bucket Asphalt/SS1H 4.5 Gallon Bucket Asphalt/SS1H 4.5 Gallon Bucket Asphalt Asphalt/SS1H 4.5 Gallon Bucket Asphalt/SS1H 4.5 Gallon Bucket Asphalt/SS1H 4.5 Gallon Bucket	201.28 190.34 154.73 227.35 101.39 209.04 154.73 197.40	1,436.26
13626	164488	West Coast Arborists, Inc.	10/14/2020	Tree Maintenance - 9/1/20-9/15/20	2,642.00	2,642.00
13627	6302 Federal	6302 Federal LLC	10/21/2020	Refund/6302 Federal LLC/Application Expired/BA1-800-0002	260.50	260.50
13628	Anderson	Anderson,Janika	10/21/2020	Refund/Anderson, Janika/3 Year Animal Tag	20.00	20.00
13629	Nov 2020	California Dental Network Inc	10/21/2020	California Dental Insurance -Nov20	342.12	342.12
13630	2747-Aug 2747-Jul 2747-Sep ACSERV-Aug2020 ACSERV-Aug2020 ACSERV-Jul2020 ACSERV-Jul2020 ACSERV-Sep2020 ACSERV-Sep2020	City of Chula Vista	10/21/2020	Animal Control Services- Aug'20 Animal Control Services- Jul'20 Animal Control Services- Sep'20 After Hours Calls- Aug'20 Credit/Impound Fees/Animal Control Services- Aug'20 Credit/Impound Fees/Animal Control Services- Jul'20 After Hours Calls- Jul'20 After Hours Calls- Sep'20 Credit/Impound Fees/Animal Control Services- Sep'20	23,466.00 23,466.00 23,466.00 1,174.92 -200.00 -150.00 391.64 195.82 -100.00	71,710.38
13631	0000014939	City of El Cajon	10/21/2020	HCFA Assessment - QTR 2 FY20/21	65,741.55	65,741.55
13632	22262 22262 22282	City of La Mesa	10/21/2020	Overtime Reimbursement - Georgi 10/1/20 Overtime Reimbursement - Sergeant 9/29/20 Household Hazardous Waste Event- 9/12/20	1,310.41 1,310.41 1,713.48	4,334.30
13633	Cu	Cu, April	10/21/2020	Re-issue/Small Business Relief Grant Program/7227 BroadwaySte101	9,000.00	9,000.00
13634	55538	Daley & Heft LLP	10/21/2020	Legal Svcs: GHC0025482	1,894.90	1,894.90
13635	Aguilar,Mailleen	Deon S. Goldschmidt Attorneys, APC	10/21/2020	Claim Settlement	85,000.00	85,000.00
13636	20-Sep	Fidelity Security Life Insurance Company	10/21/2020	Vision Insurance -Sep20	274.23	274.23
13637	22387	Grant & Kessler, APC	10/21/2020	Legal Svcs/WIT & SWRAJ - thru 9/30/20	4,472.50	4,472.50
13638	Oct20 20	ICMA	10/21/2020	ICMA Deferred Compensation Pay Period Ending 10/20/20	780.77	780.77
13639	IN1507100	Municipal Emergency Services Inc	10/21/2020	SCBA Fit Tests	50.00	50.00
13640	147587	Penske Ford	10/21/2020	LG Fire '08 Ford F350- Repair Cooling System/Oil Change	1,029.11	1,029.11
13641	7081MTV-10/8	SDG&E	10/21/2020	Electric Usage: St Light 8/20/20-9/21/20	30.12	30.12
13642	Oct20 Oct6	Southern CA Firefighters Benefit Trust	10/21/2020	LG Firefighters Benefit Trust 10/20/20 LG Firefighters Benefit Trust 10/6/20	876.85 876.85	1,753.70

13643	8059870091	Staples Advantage	10/21/2020	Office Supplies- City Hall	92.80	92.80
13644	400770	Sun Badge Company	10/21/2020	Firefighter Badge - Fire	116.33	116.33
13645	STMT 9/22/2020	US Bank Corporate Payment Systems	10/21/2020	Fuel/OES Valley Fire	63.13	
	STMT 9/22/2020			4 Heavy Duty Staple Guns & Staples - Fire Stn	99.43	
	STMT 9/22/2020			RTIC Ultra-Lightweight Cooler - E10	161.61	
	STMT 9/22/2020			Fire Station Supplies/Drain Cleaner	12.91	
	STMT 9/22/2020			10 Replacement Time Delay Fuses/30 Amp/250 Volt- Fire Stn	35.34	
	STMT 9/22/2020			Election Notice in Spanish	480.00	
	STMT 9/22/2020			Credit/Webinar/Challenges & Best Prac of Ind Disability Ret	-75.00	
	STMT 9/22/2020			Lock Hitch Pin/Triple Ball Hitch - PW Equip Trailer	49.54	
	STMT 9/22/2020			LGPW01 - '06 Dump Truck/Maint Supplies	12.90	
	STMT 9/22/2020			Supplies/Nitrile Gloves/Zip Ties/Cable Winch Puller	73.20	
	STMT 9/22/2020			Drain Cleaner - Park Bathrooms	84.19	
	STMT 9/22/2020			CDBG-CV Food Distribution	12,266.37	
	STMT 9/22/2020			Fuel/PW	30.00	
	STMT 9/22/2020			Carwash - LGPW#31 '14 Ford Escape 9/18/20	10.00	
	STMT 9/22/2020			Fuel/CDBG-CV Food Distribution Transportation	20.00	
	STMT 9/22/2020			Supplies/Cat 5 Cable 15' and Connector	15.56	
	STMT 9/22/2020			Repair Oven/Fire Station/Safety Valve/Nozzle/Thermocouple	1,363.72	14,702.90
13646	10/15/20	Van Lant & Fankhanel, LLP	10/21/2020	FY2020 Audit & Related Reports- Prelim Billing	11,000.00	11,000.00
					571,371.24	571,371.74



CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. 1.C

Meeting Date: November 3, 2020

Submitted to: Honorable Mayor and Members of the City Council

Department: City Manager's Office

Staff Contact: Shelley Chapel, City Clerk

Schapel@lemongrove.ca.gov

Item Title: **Approval of City Council Meeting Minutes**

Recommended Action: Approval of City Council Meeting Minutes.

Environmental Review:

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

Fiscal Impact: None.

Public Notification: None.

**MINUTES OF REGULAR MEETING
OF THE LEMON GROVE CITY COUNCIL
VIRTUAL MEETING VIA ZOOM**

TUESDAY, OCTOBER 20, 2020

*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.*

Regular Meeting of the City Council 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, we temporarily took actions to prevent and mitigate the spread and effects of the COVID-19 virus by holding City Council and other public meetings via virtual audio media only.

Call To Order:

Mayor Vasquez called the Regular Meeting to order at 6:06 p.m.

Present:

Mayor Racquel Vasquez, Mayor Pro Tem Jennifer Mendoza (*arrived 6:22 p.m.*), Councilmember David Arambula, Councilmember Jerry Jones, and Councilmember Yadira Altamirano
Absent: None.

Staff Members Present:

Lydia Romero, City Manager, Kristen Steinke, City Attorney, Mike James, Assistant City Manager/Public Works Director, Molly Brennan, Administrative Services Director, Noah Alvey, Community Development Manager, Mike Rand, San Diego Sheriff's Lieutenant, Steve Swaney, Fire Chief, and Shelley Chapel, City Clerk.

Pledge of Allegiance was led by Councilmember Altamirano.

Public Comment was read into the Record by City Clerk, Chapel: None.

City Council Oral Comments and Reports on Meetings Attended at the Expense of the City

Councilmember Jones attended the following meetings and events:

- Metro Wastewater
- San Diego Independent Oversight Committee Meeting

Councilmember Arambula attended the following meetings and events:

- MTS Board Meeting

Councilmember Altamirano attended the following meetings and events:

- Weekly COVID Meeting to Update Mayors - Meeting Hosted by San Diego County
- Transient – Dancing / Arts for Teens - Citronica

Mayor Vasquez attended the following meetings and events:

- CAL OES Briefing for Mayors and City Managers Meeting
- Weekly COVID Meeting to Update Mayors - Meeting Hosted by San Diego County

City Manager Report:

Lydia Romero, City Manager reminded all that the County has posted a Danger Warning that the County is teetering on the edge of Purple Tier which is a more restrictive tier for COVID-19 and

reminded everyone of the information provided on the City's website. This information includes rules on gathering in large groups, social distancing and hand washing.

City Manager Romero also reported on activities by SDG&E on the undergrounding of utilities project. A public report of the updates on actions taken has been mailed to each rate payer within the City of Lemon Grove.

Consent Calendar:

- 1.A Waive Full Text Reading of All Ordinances on the Agenda.
- 1.B Ratification of Payment of Demands
- 1.C Approved City Council Meeting Minutes for Virtual Regular Meeting of October 6, 2020.
- 1.D Adopted Resolution No. 2020-3767 entitled, "Resolution of the City Council of the City of Lemon Grove, California, Approving the Lease of Surplus Property within a Portion of APN Nos. 475-402-24 and 475-402-25 to Mossy Automotive Group."
- 1.E Adopted Resolution No. 2020-3768 entitled, "Resolution of the City Council of the City of Lemon Grove, California, Approving the Annual Street Striping Project."
- 1.F Adopted Resolution No. 2020-3769 entitled, "Resolution of the City Council of the City of Lemon Grove, California, Approving a Professional Service Agreement with Aguirre and Associates for City Land Survey Services."
- 1.G Accept Donation from RCP Brick and Rock to provide City Membership on the East County Economic Development Council.

Action: Motion by Councilmember Jones, seconded by Councilmember Arambula, to approve Consent Calendar Items 1.A-1.G, to include the update on demands report as noted by staff to include the correction to A/P total as a typographical error was made.

The motion passed by the following vote:

Ayes: Vasquez, Arambula, Altamirano, Jones

Absent: Mendoza

Reports to Council:

- 2. Community Development Block Grant Coronavirus Application New Funds

Mayor Vasquez introduced Lydia Romero, City Manager, Molly Brennan, Administrative Services Director and Mike James, Assistant City Manager, who gave the report and PowerPoint Presentation.

Mayor Pro Tem Mendoza arrived to the meeting during this item at 6:22 p.m.

No Public Comment Received.

Action: Motion by Councilmember Arambula, seconded by Councilmember Altamirano. The motion passed by the following vote to adopt Resolution No. 2020-3770, authorizing the submittal of an application to the County of San Diego to receive additional Community Development Block Grant Coronavirus Funds.

Ayes: Vasquez, Mendoza, Arambula, Altamirano, Jones

Absent: None.

3. City Council Calendar

Mayor Vasquez introduced Lydia Romero, City Manager, who gave the report and PowerPoint Presentation.

No Public Comment Received.

Action: Motion by Councilmember Jones, seconded by Mayor Pro Tem Mendoza. The motion passed by the following vote to approve Council Calendar and directed City Manager to post on the City’s website with additional direction to staff.

Ayes: Vasquez, Mendoza, Arambula, Altamirano, Jones

Absent: None.

City Attorney Steinke convened the meeting into Closed Session at 7:12 p.m. Closed Session was conducted via Closed Session Room separate from the “Virtual Meeting.” The Audio Recording for the Meeting was paused at that time.

Closed Session:

- A. PUBLIC EMPLOYEE EMPLOYMENT
Government Code Section 54957
Performance Evaluation: City Manager

The meeting was reconvened into Open Session at 7:30 p.m., the City Attorney Steinke with nothing to report.

Adjournment:

There being no further business to come before the Council, the meeting was adjourned at 7:31 p.m. Mayor Vasquez adjourned to the next meeting to be held Tuesday, November 3, 2020, as a Virtual Meeting, for a Regular City Council Meeting.

Shelley Chapel, MMC
City Clerk



CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. 1.D.

Meeting Date: November 3, 2020

Submitted to: Honorable Mayor and Members of the City Council

Department: Finance

Staff Contact: Molly Brennan, Administrative Services Director
mbrennan@lemongrove.ca.gov

**Item Title: Local Agency Improvement Fee Report Fiscal Year 2019-
2020**

Recommended Action:

Receive and file the Annual Local Agency Improvement Fee Report for Fiscal Year 2019-2020 (Attachment A).

Summary:

California Government Code Section 66006 requires public agencies that collect “improvement fees” to prepare and make public an annual report regarding those fees. The City collects two fees that fall under the category of “improvement fees” as defined by the Government Code — the Parkland Dedication Ordinance In-Lieu Fee and the Transportation Uniform Mitigation Fee Program.

Government Code 66006 specifies that the improvement fee report include eight reporting components:

- Description of Fee/Fund
- Fee Structure per Dwelling Unit
- Beginning & Ending Balance
- Collection and Interest
- Expenditure
- Expected Date of Expenditure
- Interfund Transfer/Loans
- Refunds

Agencies are required to make the report available for public review. The report has been available for review at the City Hall counter since October 26, 2020.

Environmental Review:

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

Fiscal Impact: None

Public Notification: None

Staff Recommendation: Receive and file the annual Local Agency Improvement Fee Report for Fiscal Year 2019-2020 (Attachment A).

Attachment:

Attachment A – Local Agency Improvement Fee Report for Fiscal Year 2019-2020

CITY OF LEMON GROVE



Local Agency Improvement Fee Report (Fiscal Year 2019-2020)

*as required by California Government
Code Section 66006*

October 26, 2020

Local Agency Improvement Fee Report**Fiscal Year 2019-2020****(As required by California Government Code Section 66006)**

This report provides information as required by California Government Code Section 66006 for two funds that fall under the category of "improvement fees" managed by the City of Lemon Grove: Parkland Dedication Ordinance In-Lieu Fee and Transportation Uniform Mitigation Fee Program.

1) PARKLAND DEDICATION ORDINANCE (PLDO)

A) Description of Fee/Fund: The fee is collected upon final inspection of new residential construction and deposited into a special fund. The fund is utilized to fund capital improvements and/or construct park facilities within the City of Lemon Grove.

B) Fee Structure per Dwelling Unit:

Zones	In-lieu of Land	Fee/Unit
RL, RL/M	762.3 sq. ft.	\$ 900
RM, RM/H, DVSP	544.5 sq. ft.	\$ 639
R/P, CC/GC	435.6 sq. ft.	\$ 513

C) Beginning Balance: \$84,450

Ending Balance: \$104,061

D) Collection & Interest

1. Collected in new fees: \$ 17,100

2. Earned in interest: \$ 2,511

E) Expenditure: \$ 0

F) Expected Date of Expenditure: During Fiscal Year 2020-21 the City anticipates using the PLDO funds to repair the walking paths at Berry Street Park and to repair playground equipment at City parks.

G) Interfund Transfer/Loans: None

H) Refunds: None

Local Agency Improvement Fee Report**Fiscal Year 2019-2020****(As required by California Government Code Section 66006)****2) TRANSPORTATION UNIFORM MITIGATION FEE PROGRAM**

- A) Description of Fee/Fund: The fee is collected prior to issuance of building permits for new residential units and deposited into a special fund. The fee is mandated as part of the voter-approval TransNet Extension and must be used for the rehabilitation or improvement of the City's regional arterials within seven years of collection.
- B) Fee Structure: \$2,533.15 (effective between July 1, 2019 and June 30, 2020) per new housing unit, replaced housing unit, or condo converted unit (the creation of the fee includes ten exemptions to the fee; e.g. a low-income housing unit is exempt from the fee).
- C) Beginning Balance: \$ 19
- D) Ending Balance: \$ 40,646
- E) Collection & Interest
- | | |
|---------------------------|-----------|
| 1. Collected in new fees: | \$ 40,351 |
| 2. Earned in interest: | \$ 276 |
- F) Expenditure: \$ 0
- G) Expected Date of Expenditure: During Fiscal Year 2020-21 the City will save any fees and interest generated for future regional arterial projects.
- H) Interfund Transfer/Loans: None
- I) Refunds: None



CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. 2

Meeting Date: November 3, 2020

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: **Amendment No. 1 to the Agreement with Home Start**

Recommended Action: Adopt a resolution approving Amendment No. 1 to the professional services agreement with Home Start to provide homeless service outreach.

Summary: On October 20, 2020, the City Council directed staff to allocate \$100,000 of Community Development Block Grant Coronavirus (CDBG-CV) funds to Home Start. The additional funds will increase the number of hours a part-time outreach worker is in the City and create a flexible funds account to support each homeless individual to receive services/support. This report provides additional information about the expanded services that Home Start will provide, and request that the City Council approve Amendment No. 1 to the existing Home Start agreement for homeless outreach services.

Discussion: In September 2020, the City established a partnership with Home Start to perform targeted street based homeless outreach and provide support services funded through the two separate grant funds that agreement allocated \$15,000 to Home Start for a Homeless Outreach Specialist, funding for transportation for homelessness needs and the purchase of hygiene kits.

With the increase in funds, staff recommends amending the existing agreement between the City and Home Start to include a tailored street outreach program that actively engages individuals experiencing homeless throughout the City. Home Start provides a number of very specific programs that focus on transitional housing and rapid rehousing programs, youth outreach, rental assistance and utility assistance.

A tailored plan to expand the scope of work in Lemon Grove focuses on creating a new part-time position that will focus on street outreach while also increasing the flexible

funds to help create and pay for a tailored plan for each homeless individual that is contacted in the City.

Street Outreach:

The new part-time outreach employee will work in the City at least 20 hours each week and will establish a stronger presence in Lemon Grove. Increasing frequency will help build trust between Home Start’s outreach worker, and each individual experiencing homelessness so that each person can receive assistance and eventually no longer be homeless.

Flex Funds:

The flex funds program provides financial assistance to those experiencing homelessness or those that may experience homelessness. The primary benefit of the program is that once an individual or family is contacted, and wants assistance, Home Start may use the funds to provide multiple forms of assistance that are tailored directly to each person or family’s needs. Examples of flex fund expenses that Home Start has provided in the past include:

- Hotel vouchers,
- Transportation,
- Reunification transportation - bus passes to family,
- Rental deposit assistance,
- First month rental assistance,
- Utility assistance, and
- Other emergency items- food, blankets, diapers, formula.

Those funds will support a part time outreach work in Lemon Grove every week and the use of flex funds to support the homeless outreach program and prevent those that may become homeless. By increasing the number of outreach hours and flex funds available, both Home Start and City staff believes substantial progress will be made to reduce the number of individuals experiencing homelessness and it will prevent other individuals from becoming homeless.

Environmental Review:

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

Fiscal Impact: The amendment will increase the amount of the existing agreement by \$100,000, which will increase the maximum amount payable to Home Start to \$115,000. The table below estimates the allocation between staff and flex funds. The allocation may change during the one year expenditure period based on the needs determined in the field but at no time will it exceed \$115,000.

Budget Item	Rate	No. of Hours	Total Cost
Outreach Specialist*	\$42.12	1,040	\$43,805
Flex Funds	N/A	N/A	\$56,195
Total			\$100,000

* Position funds include Administration, staff supervision, HMIS costs, equipment, supplies, mileage and indirect costs.

Public Notification: None.

Staff Recommendation: That the City Council adopts a resolution approving Amendment No. 1 to the professional services agreement with Home Start to provide Homeless Service Outreach.

Attachment:

Attachment A – Resolution

RESOLUTION NO. 2020 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMON GROVE, CALIFORNIA, APPROVING AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH HOME START TO PROVIDE HOMELESS SERVICE OUTREACH

WHEREAS, the City currently has an agreement with Home Start to serve as the City's homeless street outreach program coordinator in the City; and

WHEREAS, the San Diego Regional Task Force on the Homeless - Point In Time County, conducted in January 2020, estimated that there are 18 unsheltered homeless individuals that live in the City; and

WHEREAS, the actual number of individuals experiencing homeless in the City is estimated to be between 60 and 80 people; and

WHEREAS, in order to contact each individual experiencing homeless, additional street outreach efforts and a flexible funding sources are necessary to assist each person; and

WHEREAS, through the Community Development Block Grant Coronavirus, \$100,000 will support a part-time street outreach worker as well as increase the amount of flexible funds to pay for services for each homeless individual contacted; and

WHEREAS, the City Council finds it in the public interest that an amendment to increase the amount of funds and expand on the scope of services provided by Home Start is warranted.

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

1. Amends the agreement to increase the maximum allocation to Home Start to not exceed one hundred fifteen thousand dollars and zero cents (\$115,000.000). ; and
2. Authorizes the City Manager or her designee to execute the amendment, manage any funding reallocation between tasks, and manage all agreement documents.

PASSED AND ADOPTED on _____, 2020, 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:

Shelley Chapel, MMC, City Clerk

Approved as to Form:

Kristen Steinke, City Attorney