

# 3.

City  
of  
El Cajon



# ANNUAL REPORT

1957

Plus Supplemental Report  
"KNOW YOUR TOWN"  
By The League of Women Voters



The City greets another beautiful Southern California Day

**CREDITS:**

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PLANNING DEPARTMENT CITY OF EL CAJON  
P. O. Box 427  
EL CAJON, CALIFORNIA

Card

CITY COUNCIL



C. Hamilton Judy  
Mayor



Paul E. Bos



Nelson M. Fleming



James E. Hunt



John R. Steele



# ANNUAL REPORT

## 1957

CITY CLERK  
Delight V. Swain

CITY TREASURER  
James Dee Roelof

CITY ATTORNEY  
F. Joseph Doerr

CITY MANAGER  
Bernard J. Noden

### City of El Cajon

C. Hamilton Judy, Mayor



California

To the Citizens of El Cajon:

In bringing to you this 1956-1957 annual report, your City Council is proud of the continued growth that El Cajon has experienced. This report outlines as no other method could, just how carefully, efficiently and economically every detail of your City's government has been administered.

The year was marked by increased activity in all departments. It also will be remembered as the year of the Special U. S. Census, which established El Cajon in the undisputed position of the fourth largest city in San Diego County with a population of 27,780.

Financially the city prospered, receiving more revenue than was expected, and thus was able to make numerous improvements that had not been anticipated.

It was with extreme satisfaction that your City Council was able to adopt a 1957-1958 budget which permitted a six-cent reduction in the tax rate, in fact, El Cajon was the only municipality in San Diego County which reduced its tax rate this year. This continued to keep El Cajon in a most favorable position to attract new industries and commercial development.

Our progress would not have been possible without the fine, cooperative attitude of our citizens. Their help, understanding and patience was an inspiration to all of us as we handled the responsibilities of planning, zoning and community development.

On behalf of the City Council I wish to express our deepest appreciation to all who have made the past year's success in El Cajon's government possible.

*C. Hamilton Judy*  
C. Hamilton Judy, Mayor

# Seven Eventful Years For El Cajon



This subdivision, typical of the 33 developed in El Cajon in 1957, included 241 houses. A total of 1,577 lots were developed during the year.

The seven-year story of the growth of El Cajon might be unbelievable were it not so obvious to every resident. Its population and area more than quintupled in that span of time, a phenomenal pace that has been exceeded by few cities in history.

Basically, the growth is natural because El Cajon is ideally situated geographically. It has had the good judgment to provide itself with an excellent sewage treatment plant and sewer system, capable of meeting the requirements of a much larger city than now exists. Annexation therefore offers neighborhoods in our environs the solution to their sewage problems.

The growth of the Industrial Park, increasing the City's payroll, has also stimulated development of new subdivisions, which also has resulted in the construction of new schools, new business places and new city facilities.

Briefly, a review of the development of this city over a span of seven years, is an amazing revelation of precipitous progress.

## WHAT HAS HAPPENED SINCE 1950

	1950	1957
Population .....	5,600	27,776
City area (square miles) .....	1.6	8.5
Residential Fire Ins. per \$1,000 .....	\$ 8.50	\$ 4.25
Fire personnel .....	4	19
Police personnel .....	6	25
Business licenses issued .....	769	1,600
Unencumbered cash balance (6/30) .....	\$70,100	\$427,000

## CONSTRUCTION DURING SEVEN YEARS

Sewer lines .....	55.2 mi.	Streets .....	26.2 mi.
Sidewalks .....	18.7 mi.	Curbs-gutters .....	32 mi.
Number of dwelling units 2,697			
City Hall	Fire Station	Police Station	
New Bridges on Main St. & Julian St.			
Street Dept. Buildings & Yards			
Fletcher Hills Pumping Station			

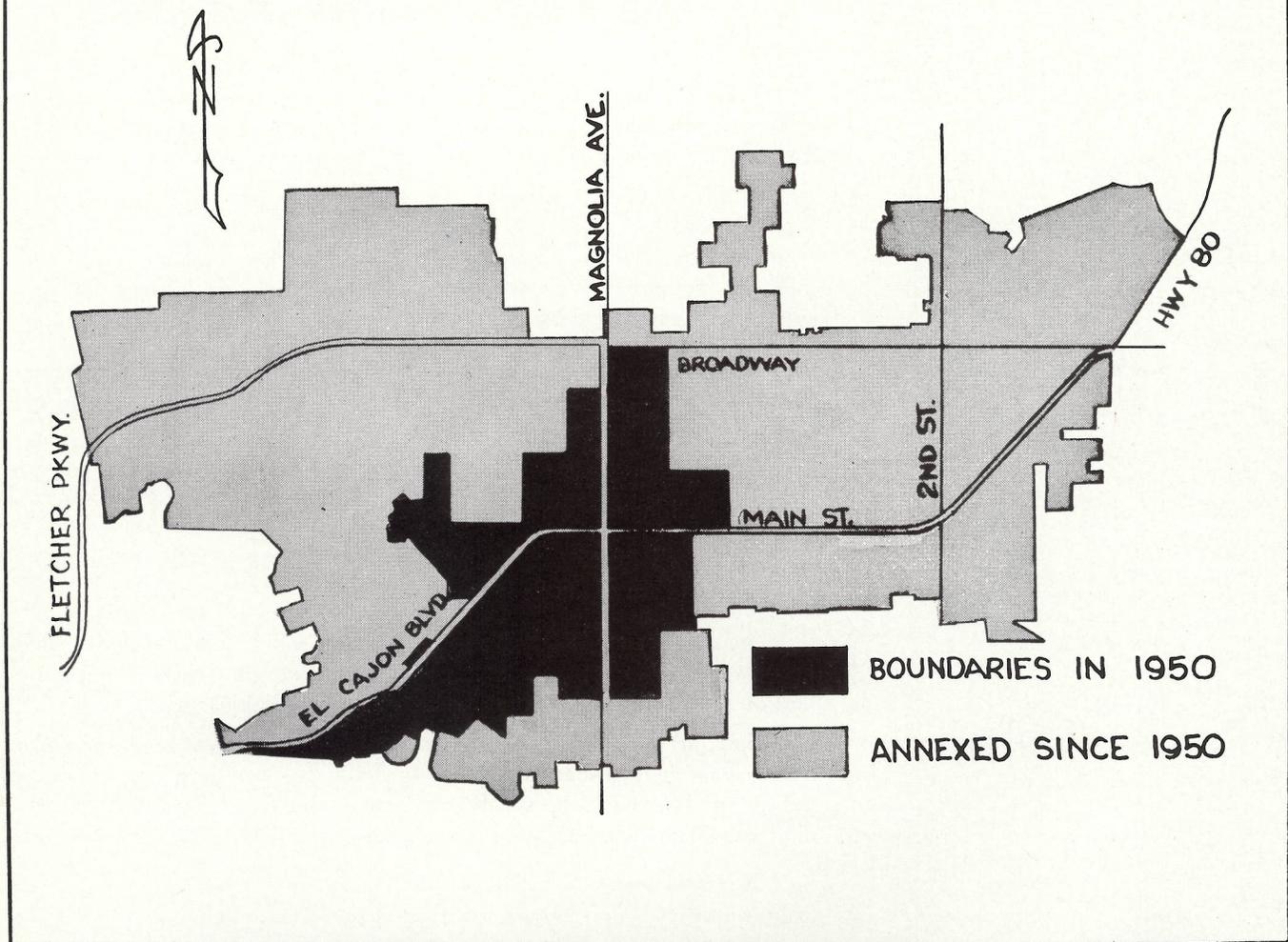
## WORK ACCOMPLISHED

Annexations completed 60	Fire hydrants installed 267
Street Lights Installed 272	Street Signs Installed 858
Improvement districts started 23; value \$2,150.00	
Building permits issued 20,979; Value \$46,117,597	
Final Subdivision Maps Approved 55	
Ordinances adopted 486	Resolutions adopted 2,415
Checks issued 21,371	Purchase orders issued 8,311

## PROGRESS IN CITY GOVERNMENT

- Codified City Ordinances
- Instituted Civil Service System for City employees
- Made off-street parking study
- Inaugurated:
  - Engineering Department
  - Planning Department
  - Purchasing and Personnel Department
  - Finance Department
  - Civil Defense Organization
- Appointed Recreation Commission
- Developed comprehensive Park and Recreation Master Plan
- Adopted Council-Manager form of Government
- Adopted Retirement-Social Security plan for City employees
- Approved \$600,000 bond issue and completed new sewer plant and trunk lines
- Installed 3-way radio and teletype system
- Rubbish and garbage collected under City supervised contract
- Adopted new subdivision and split-lot ordinance
- Developed Master street plan
- Rezoning of City and adoption of new zoning ordinance
- Regional County Administrative center
- New County Library
- New County Health Center
- Installed mechanized accounting system
- Held 3 special census (Federal)

# GROWTH BY ANNEXATION



## The City's Future

The trend that has stamped El Cajon as one of the fastest growing areas in the United States is expected to continue for many years. The Rawn Report has placed the expected population at 180,000 by the year 2000.

Such a promise for the future means that present planning must anticipate the basic needs for complete municipal services for a big city. Currently the City seeks to provide the master plans to establish orderly expansion patterns.

With that objective in view recent councils have adopted master plans, zoning ordinances and other legislation.

Currently a detailed master plan for industrial expansion and a master plan for drainage are being prepared.

The recreation program now provides a 10-year plan for pay-as-you-go development. Wells and Renette Parks are the first recreation areas to witness the first steps of transformation into well planned parks.

Continued improvement in the City's fire protection services has resulted in the scheduling of a new survey to be made soon by the National Board of Fire Underwriters, which is expected to result in reduced fire insurance rates. Included in this progressive program is the construction of a new fire station in the Bostonia area next spring.

An equipment maintenance shop is in operation and eighty new street lights will be installed soon.

The City plans soon to cap 5.5 miles of streets with plant-mix materials, to reconstruct and extend Douglas Ave. to El Cajon Blvd. and to approve a major construction project for Chase Ave and S. Magnolia Ave.

Further improvements in planning process are in the public works, planning, purchasing and street departments.

Continued annexation of the fringe areas around the City is foreseen for the future, the three largest ones in progress including properties along Washington Ave. on the southern border of El Cajon. Another is the Southern Road area in Fletcher Hills as well as more area north of Broadway.

El Cajon's great industrial potential should continue to attract a diversified and modern industrial family, well located where rail, truck and air traffic facilities conveniently serve all.

The future looks exceedingly bright. El Cajon's governmental agencies, serving in your interest to maintain an efficient civic government based upon expedient economies, are optimistic about the days ahead.

# City of El Cajon

## Commissions

### PLANNING

Karl R. Tuttle, Chairman  
Carl Livingston, Vice Chairman  
Harvey W. Webber  
William W. Beers  
Earl C. Freeland  
Howard G. Melvin  
Eric Reinau  
Forrest McKinley  
Arthur Decker

### RECREATION

Karl E. Nielsen, Chairman  
William H. Shattuck  
Willie Carroll  
Roger E. Beatty  
W. Lee Meachum  
Mrs. J. C. Robinson  
Mrs. James E. Moore

### CIVIL SERVICE

Rexford L. Hall, Chairman  
Thomas W. Jackman  
Harvey E. Cox  
Laurence L. Hill  
Hovey C. Crandall

## Police

The year was marked by the continued growth of the Police Department, whose responsibilities in the maintenance of an orderly community increase in proportion to the constant expansion of City boundaries and population.

In this broadening program two officers were promoted and three officers were added. The staff now includes 25 full-time and three part-time officers with a chief, captain, six sergeants, and a juvenile officer in administrative positions. A part-time woman clerk was added to aid in the clerical work. The police reserves number 36 officers.

Four police cars and two motorcycle units are on daily patrol duty and the traffic division supervises the work of 120 school patrol boys, who perform an indispensable service.

Traffic control has been improved by the installation of additional signal lights at N. Magnolia Ave. and Broadway and at Main St. and Mollison Ave.

Several changes were made in the Police Building to provide for greater efficiency and use of the floor area.

The changes made possible much improvement in the City's communication network via radio transmission facilities in the Police Office. A second transmission unit is located in the Fire Department headquarters.

Through this radio equipment, constant communication is possible with mobile units and offices throughout the city. The contacts may be made with police cars and motorcycles, fire equipment, public works units, street crews and sanitation department workers on jobs in all parts of El Cajon.

The department maintains a year-around in-training program designed to keep the officers alert to new methods of law enforcement and crime detection. In addition regular drills are required at the pistol range. As a part of the department's education policy one officer attended the inception of the International Juvenile Officers Association in Oakland, California. Furthermore two officers attended the Los Angeles Police Academy Check School.

The following is a statistical report for the year:

Accidents investigated, 343; fatalities 3; injuries 80.

Arrests robbery 3; rape 4; assault 2; burglary over \$50, 28; under \$50, 270; drunkenness 273; disorderly conduct 38; vagrancy 18; drunk driving 86; moving-traffic violations 4,897; parking 2,521; other traffic 583; auto theft 28; possession weapons 2; sex offenses 13; narcotics 4; liquor laws 19; other offenses 115.

Missing adults 19; missing juveniles 58; suicides and attempts 6; psychiatric 12; death reports 10.

Juveniles: first offenders 271; repeat offenders 101; field contacts 388; citations 328.

Property recovered was valued at \$70,000.

The department issued 1,500 bicycle licenses, sold 1,552 dog licenses, investigated 10,000 complaints and traveled 184,000 miles.

# Fire

An alert and well trained fire department provided El Cajon with the finest of fire protection during 1956-57. In spite of the City's great growth the firemen have been able to maintain a most commendable record.

Nineteen regular firemen are employed by the City operating from the regular fire station in the Civic Center and from the small Fletcher Hills station. Twelve part time firemen are also employed.

Four modern pieces of equipment are in operation, only one of which is more than five years old. The equipment is maintained in excellent condition.

A key to the efficient operation of the City's Fire Department is the excellent short wave radio equipment that enables the firemen to maintain close contact with the City's fire stations while engaged in answering calls. The radio network is included in the over-all City communications system, which includes the Police, Public Works and Street Departments.

The department prides itself on the loyalty of its personnel. All firemen report regularly to all fires, even when off duty. Through this excellent cooperation the department has made a very fine fire protection record. Key personnel have bells in their home and respond to all alarms, to supplement the work of on-duty firemen.

The total fire loss for the year was \$24,717.18 for a per capita average of 95 cents as compared to approximately \$91,000 a year ago and a per capita average of \$1.33 for a five-year period. The department received 70 structural fire calls and 211 miscellaneous calls. The firemen spent 1135 man-hours in fire fighting.

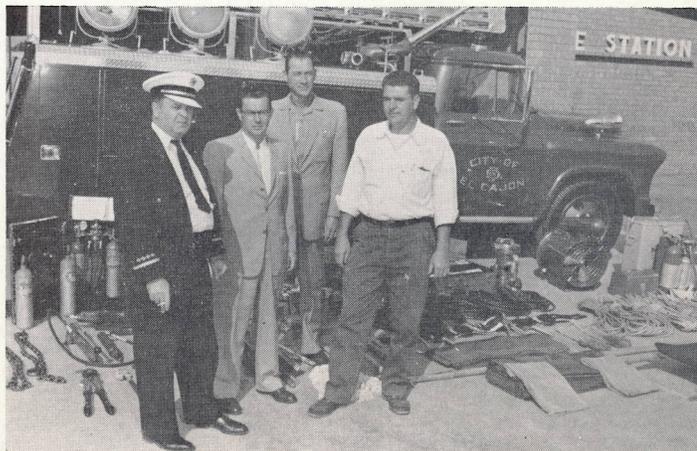
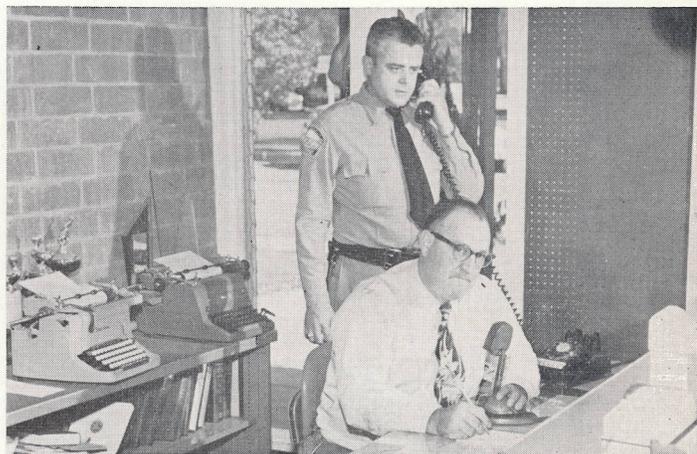
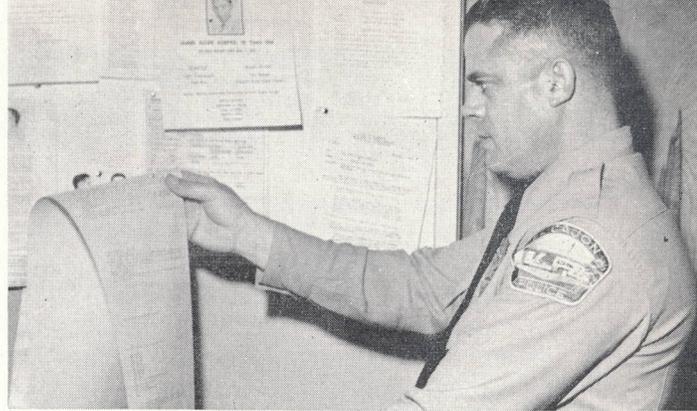
Sixty six resuscitator calls were answered, requiring 170 man-hours.

Fifty fire hydrants were added to the system.

The department maintains an extensive in-training program. Firemen spent 2,266 man-hours in drill and 762 man-hours in study; they inspected and cleaned 378 hydrants, 299 buildings, investigated 75 complaints and issued 1,588 burning permits.

The department has one salvage truck under construction to be added to the equipment soon.

El Cajon police (top right) are in constant touch with other law enforcement agencies by teletype service. The next photo shows one of the four modern pumpers that provides such excellent fire protection to City property owners. A central radio transmitter maintains contact with mobile units of the police, fire, public works, street and sanitation departments (second from bottom). The bottom picture shows the completed Rescue Truck which was constructed by City employees.



# Clerk & Treasurer

The vast volume of business transacted in the office of the City Clerk, doubled a year ago because of annexations, was reduced during the past fiscal year through the creation of a Finance Officer for El Cajon.

The work load, however, continued heavy in all phases of the functions handled by the Clerk. Working closely with the City Council the Clerk recorded 448 pages of council minutes and attended 150 hearings.

During the year the Council adopted 150 ordinances as compared to 70 for 1955-56 and 43 for 1950-51. The Council also adopted 608 resolutions as compared to 424 the year before.

The City Clerk issued 1,683 business licenses, recorded 90 deeds and 96 lien contracts. Additionally 1,662 tax certificates were issued.

Payments received on 1911 Assessment Districts amounted to \$157,914.69 while remittances on 1911 Assessment Districts were made to bond holders in the amount of \$159,316.73.

The office handled the usual great volume of business, including Council agendas and correspondence relating to the business of the City Council.

IF YOUR PROPERTY TAXES ARE	THE SCHOOLS RECEIVE	THE COUNTY RECEIVES	THE WATER AUTHORITIES RECEIVE	THE HOSPITAL RECEIVES	THE CITY RECEIVES
\$ 50.00	\$ 25.86	\$ 13.55	\$ 2.11	\$ .33	\$ 8.15
100.00	51.71	27.11	4.21	.66	16.31
150.00	77.56	40.67	6.32	.99	24.46
200.00	103.42	54.22	8.42	1.32	32.62
250.00	129.27	67.78	10.53	1.65	40.77
300.00	155.13	81.33	12.63	1.98	48.93

The City receives only 16.3% of your tax dollar!

COMPARATIVE TAX RATES



# Finance Dept.

The Director of Finance is the newest officer in the City family, being appointed on March 15, 1957. The chief accounting officer of the City, he is responsible for the city's financial affairs, including control of financial records, preparation of the budget, control of cash disbursements, inventory, reports, receipts and collections.

The current program is the revision of the accounting system and the installation of modern accounting machines. When completed the system will conform to the highest standards set by the Municipal Finance Officers Association of the U. S. and the League of California Cities.

Mechanization will reduce the hours of clerical and accounting labor and enable the staff to keep pace with the City's growth.

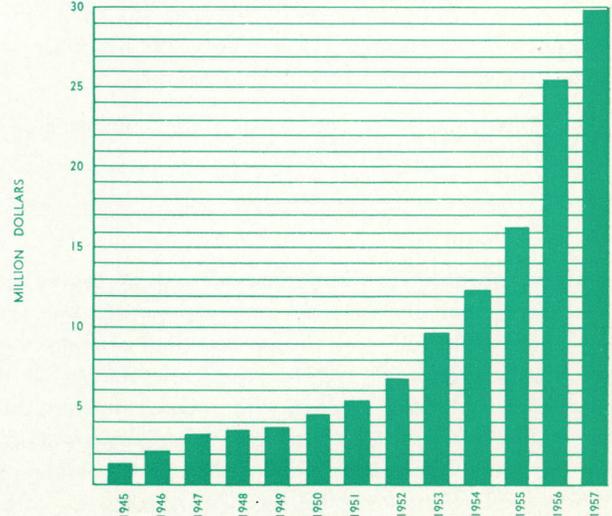
Financially the year was highly successful, enabling the city to build up cash reserves exceeding amounts normally necessary for contingencies. Revenues exceeded original estimates and many City departments did not spend all of the money budgeted to them.

Therefore the unencumbered cash balance on June 30, 1957, was approximately \$427,000.

This enables the City to make many improvements that otherwise would not have been possible, such as: new Bostonia fire station, \$33,000; street capping, \$75,000; new fire hydrants, \$8,500; new street sweeper, \$10,000; new backhoe, \$9,000; Douglas St. improvements, \$10,000; debt retirement reserve, \$43,000; construction of Douglas St.-El Cajon Blvd. intersection, \$13,000, and assigned to unappropriated reserves, \$187,000.

Furthermore the City was able to reduce its tax rate six cents per \$100 in assessed valuation. The new rate is \$1.24 for the 1957-58 fiscal year as compared to the \$1.30 rate of the last eight years.

ASSESSED VALUATION



# Planning

The past year saw a record-breaking volume of work assigned to the Planning Department, requiring much more activity than ever before. The resultant load also forced the Planning Commission to hold many more meetings than formerly.

The nature of the work changed also. Former years were spent largely in the development and in the planning of legislation governing the growth of the City, its zones, streets, etc.

This year, due to the application of those laws it was necessary to make changes in ordinances to meet unforeseen problems that arose during their administration.

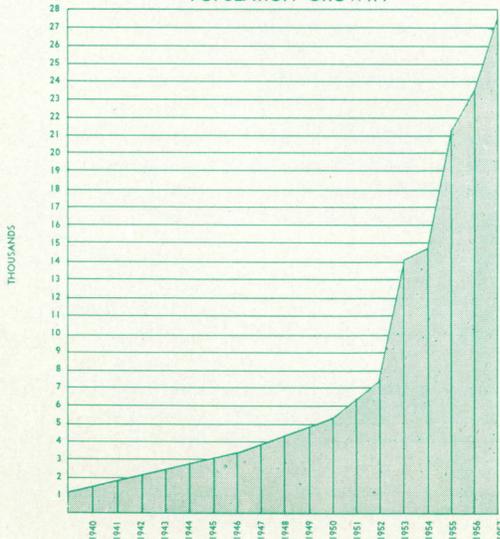
The Planning Commission held 61 meetings as compared to 41 a year ago and conducted 185 public hearings as compared to 55 last year. It considered 87 zone changes and 13 variance applications as compared to 12 and 6 the year before. Eleven precise plans were adopted as compared to one last year.

The Planning Department this year relieved the Engineering Department of the responsibility of drawing up and executing documents for the dedication and improvement of public rights-of-way, handling 185 such matters.

A master plan for industrial expansion is now being prepared under contract by Moore, Adams & Plourde of San Diego, which provides for financing the work by both the City and the interested property owners.

To assist citizens to understand precise-plan and split-lot procedures, the department has had information brochures prepared which simplify the laws and explain them in the layman's language. These and copies of a reprinted zoning ordinance are available to the public at the City Hall.

POPULATION GROWTH



# Engineering

Unprecedented activity marked the year for the Engineering Department. Records were set in almost every phase of its work. The staff worked on 145 projects representing nearly \$3,500,000 in improvements.

Approximately one-half of this was accounted for by 33 subdivisions including 1,577 lots.

Approximately \$1,750,000 was included in six 1911-Act proceedings for sewers, curbs, sidewalks and streets.

The department completed the maps and details necessary for 14 annexations, involving about 268 acres, increasing the City's total area to 8.5 square miles.

Brass elevation markers, showing the known elevation above sea level, have been installed at one-fourth mile intervals in the City.

Street work included the establishment of street grades for guidance in future development and the monumenting program included fixing exact street locations by survey markers.

The year witnessed much progress in traffic engineering. Six major intersections were studied in detail. Four traffic counters were purchased after which a master plan of traffic count was established and counts were taken at periodic intervals.

One result of an accident study of the Chase Ave.-El Cajon Blvd. intersection was the recommendation and adoption of one-way street traffic for Chase Ave.

The department worked with state engineers on the details of construction of the Highway 80 Freeway. The City's aim was to protect local residents against any adverse affect of the Freeway and the planning of a major drainage system north of the Freeway.

In the field of construction and inspection the department was in charge of 131,178 lineal feet of sewers; 35,812 lineal feet of curbs and gutters; 972 lineal feet of storm drains; 39,927 lineal feet of 5-foot sidewalks and 137,840 square yards of plant-mixed paving.

1957 BUILDING PERMITS



## Attorney

Evidence that the rapid growth of a city increases the work of the City Attorney is seen by a comparison of the activities ending last year with that just ended. In 1955-56, 70 Ordinances and 424 Resolutions were required in the course of planning and zoning the City and in carrying out its normal functions. During the past year 149 Ordinances and 607 Resolutions were necessary.

The heavy burden of increased duties caused by the further expansion of the City's boundaries and population has created the need of appointment of another qualified attorney to serve as assistant City Attorney. He generally specializes in zoning law.

The City Attorney has represented the city in all court cases affecting the City, in the Superior Court and the Municipal Court.

The City Attorney attended 59 meetings of the City Council, and the Assistant City Attorney attended 67 meetings of the Planning Commission.

## Civil Defense

The City's disaster program, to which one police officer devotes almost full time, has been revised to conform to state and federal requirements. The printed instructions contain detailed directions for the movement of our people to El Centro in case a sufficient warning has been received.

Continued attention to this very important aspect of the City's safety and welfare is promised in the 1957-58 budget, which provides for an additional warning device, a surplus jeep and other equipment.

The past year witnessed a refinement in the planned Civil Defense program and a substantial strengthening through additions to its equipment. Another 10,000 copies of the City's Survival and Evacuation Plan were printed and are being distributed to families and organizations upon request.

Equipment additions included radios, public address units, rope, floodlights and a portable cutting torch. Most of this equipment will be carried on a new rescue truck which is ready for service as a part of the community's assets.

A new ten horsepower air raid warning siren has been purchased and is to be installed in the Bostonia area to serve an estimated 9500 people, including three schools and an aircraft industry.



City Attorney F. Joseph Doerr with Assistant City Attorney Donald W. Smith and Mrs. Clarence O. Bunn, secretary.

## Health

El Cajon is a wonderfully healthy place in which to live, as its excellent health record proves. The San Diego Department of Public Health, functioning under contract as the City Health Department, reports a very active and healthy year for 1956-57.

During the year there were 556 resident live births as compared to 160 resident deaths and the infant mortality rate was 18 per 1,000 live births, approximately five below the county average.

The communicable disease record was good. The most illness came from diseases for which there is no immunization such as mumps, 298 cases; chickenpox, 135, and measles, 57.

El Cajon receives a complete program of inspections of food, water, sewage treatment, and of occupational and environmental hazards. The department also offers a complete laboratory service to the City's physicians.

Services included 1,181 inspections, 490 tuberculosis control checks, 1,124 home visits on communicable disease control and 9,030 hours spent in school health services. The department made 5,638 home visits in its health counselling work.

The Chestmobile took 6,151 x-rays during its annual visit here as compared to 3,789 last year.

A valuable part of the department's service is its public information work, which was very successful this year through excellent cooperation of the local press, the radio and schools. In addition to printed materials distributed to the homes many health films were shown at various programs throughout the community.

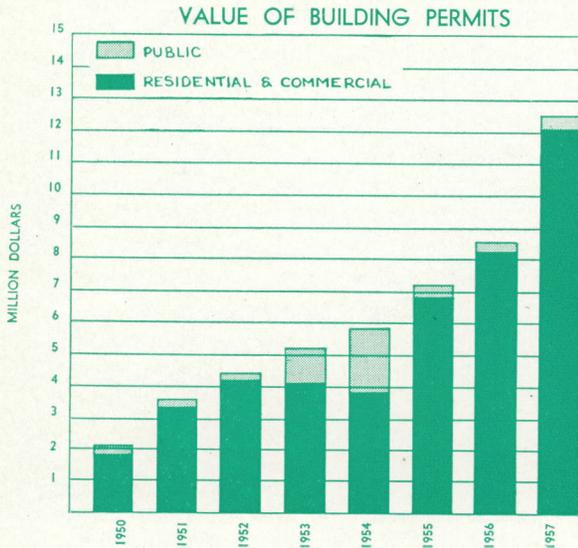


William Beck, City Recreation Director, supervises play at



El Cajon's activated sludge disposal plant is one of the finest

# Street



# Building

The year was featured by a building boom, which vaulted El Cajon into first place among San Diego cities (excluding San Diego) for the first time in history. Construction exceeded any previous year by four million dollars.

During the year 4,808 permits were issued for a total of \$12,434,754 worth of structures, which value does not include plumbing and electrical work. A year ago 4,041 permits for \$8,440,843 worth of construction were issued.

Seven permits were for \$1,070,243 worth of tax exempt public buildings, including: Greenfield school additions, \$149,742, \$103,244 and \$114,647; First St. school, \$290,900; Naranca school, \$325,720; Grossmont H.S. portable classrooms, \$6,400, and the County Health Center, \$86,000.

The addition of a fifth staff member was necessary.

The city's excellent building, plumbing and electrical codes are enforced by the department, whose vigilance on behalf of the local citizens protects them against the use of inferior materials and against faulty construction.

A major project during the year was the adoption of a new system for numbering the houses to conform to the pattern of future growth in the Valley. The Fletcher Hills Post Office was made a branch of the City's system.

## SUMMARY OF ACTIVITIES

Classifications	Permits	Units	Valuations
One-Family Dwellings .....	589	589	\$7,236,874
Multiple Family Dwellings.....	10	24	139,648
Alterations to Dwellings.....	106	....	288,522
Garages .....	606	....	795,678
Commercial and Industrial.....	57	....	2,935,943
Alterations to C. & I.....	73	....	700,785
Miscellaneous .....	544	....	337,304
<b>Total .....</b>	<b>1985</b>	<b>611</b>	<b>\$12,434,754</b>

Annexations and subdivision developments have doubled the street mileage in El Cajon during the past two years, during which time the Street Department staff was increased only 20 per cent due to increased mechanization. The city now has approximately 88 miles of streets.

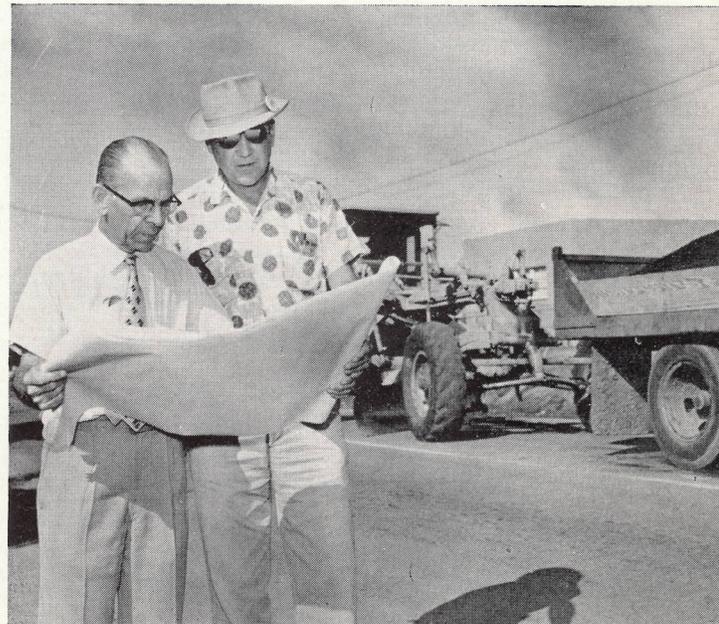
The work load this year was considerably increased over the previous year and was handled most efficiently by the staff at a very substantial savings to the city's taxpayers. The resurfacing and seal-coating of 75,040 square yards of portions of 19 streets was vastly more than the previous year's 45,857 square yards of resurfacing. The department used 65,000 gallons of liquid asphalt and 5,540 tons of decomposed granite as compared to 46,100 gallons and 3,737 tons in the previous year.

The street sweeper drove 6,780 miles to clean 5,681 miles of streets. Workmen trimmed 411 trees, erected 93 street name signs and 162 traffic regulation signs. Approximately 40,000 lineal feet of street-crossing and center striping lines were painted and maintained.

Seventeen street intersections were paved and ten more concrete cross gutters were constructed.

The City's Garage crew maintained all city-owned equipment, effecting much economy in City operations by elimination of work duplication. The garage personnel also made 64 straw brooms and 23 steel curb brooms for the city sweeper.

In older or recently annexed city areas, where the streets were not constructed to meet present city standards, the department cleaned 218 culverts and repaired many of them. It also improved 181 inlets and outfall ditches. All of this work measured 14,100 lineal feet.



Jack T. Hart, left, Supt. of Street Maintenance, checks plans with John V. Szykowski, Street Department Foreman.

## Personnel

Another busy year was recorded by the Personnel Department. The increased obligation of city services were met with a minimum of expansion in the various staffs, yet withal, maintaining a high quality of efficiency in meeting the needs of the community.

During the year the City had 167 full or part-time employees on the payrolls. These included 27 appointees to the Planning, Recreation and Civil Service Commissions, seven elected officers and 26 temporary employees.

As of June 30, 1957, the City was employing 96 persons in the field of Civil Service, as compared to 78 the year before.

The Civil Service Commission held 22 examinations, seven of which were promotional, and 44 Civil Service appointments were made.

Additionally the city employed three school crossing guards and appointed 30 part-time employees.

The Commission conducted another thorough survey of the salary schedule for city employees, after which the City Council received a recommendation to increase the scale ranging from five to fifteen per cent.

The Commission also conducted studies and made recommendations to the City Council concerning civil service rules and regulations concerning positions, classifications and salaries.

They also made periodic studies of the general working conditions in the city.

A major function that has become an important responsibility of the Personnel Department is the maintenance of good public relations, both among the City's employees and with general public.

The Personnel Department has two part-time employees.



Thomas R. Parks, Purchasing Agent and Personnel Officer

## Purchasing

At the completion of its first full year of operation the Purchasing Department had demonstrated its effectiveness in improving operational procedures in the administration of the City's affairs. Its main responsibility is the procurement of all materials and services needed for the operation of the City.

During the fiscal year 1956-57 the department processed 1,749 purchase orders with a total value of \$146,691.31. In handling this volume of business, the department worked with each of the other departments to determine specifications and needs and then invited bids from vendors.

This system effected an estimated savings of at least \$10,000 during the year. Each of the City's other departments is also able to operate at increased efficiency because the centralized purchasing enables them to otherwise devote time formerly used to attend to such details.

The purchasing department is responsible not only for the procurement of all materials needed for the City's operation, but for numerous other matters. Among these are the necessary liability and fire insurance policies protecting city property and personnel.

The department is also in charge of the acquisition of land and bonds, the maintenance of public buildings and assists in annexation procedures.

Furthermore the department is in charge of the disposal of the City's surplus or surveyed property.

Its function is an indispensable factor in the handling of the increasing complex business affairs of a growing city.



Civil Service Commission: Front Table—(L to R) Thomas W. Jackman, Hovey Crandall, Laurence Hill and Harvey Cox, Commissioners. Back Table—Rexford L. Hall, chairman; Mrs. L. J. Pearson, Secretary and Thomas R. Parks, Personnel Officer.

# Revenues

CITY OF EL CAJON, CALIFORNIA  
 ANNUAL REPORT OF THE DIRECTOR OF FINANCE  
 OF THE FINANCIAL TRANSACTIONS  
 OF THE CITY OF EL CAJON, CALIFORNIA  
 FOR THE FISCAL YEAR ENDING JUNE 30, 1957

ASSESSMENT ROLL 1956-1957

Value of Real Estate	\$ 7,987,670.	
Value of Improvements	14,285,290.	
Value of Personal & Unsecured Property	3,291,310.	
Total Value of Assessment Roll	\$25,564,270.	
Less Property Exemptions	2,331,480.	
Total Value of Property locally assessed	\$23,232,790.	
Plus—Property assessed by State Board of Equalization	2,427,440.	
Grand Total of Property Subject to Local Tax Rate	\$25,660,230.	
Tax Rate of each \$100 assessed valuation	\$1.30	
Bonded Indebtedness at end of Fiscal Year 1956-57	\$537,000	

REVENUES  
 GENERAL

TAXES		
Current	\$324,404.	
Delinquent, Interest & Penalties	5,192.	
Sewer Maintenance	24.	
Solvent Credits	640.	\$330,260.
LICENSES & PERMITS		
Sales & Use Tax	\$307,654.	
Business licenses	49,277.	
Dog & Bicycle licenses	3,385.	
Building, Plumbing & Electrical	57,490.	417,806.
FINES		
Traffic	\$ 47,920.	
General	7,077.	54,997.
FRANCHISES		
	\$ 27,112.	27,112.
SUBVENTIONS & GRANTS		
State Motor Vehicle in Lieu & Trailer Vehicle Fees	\$119,892.	
State Alcohol Beverage in Lieu	8,688.	
3/8c State Gas Tax	59,672.	188,252.
MISCELLANEOUS		
Fire District	\$ 8,296.	
Sewer Rentals & Connections	33,068.	
Sewer Laterals	12,186.	

State Highway Maintenance	5,741.	
Tax Certificate Fees	2,492.	
Variances, Split lots & Zone Reclassifications	7,333.	
Refunds & Rebates	8,087.	
Street Fill-in Fees	350.	
Interest on Bank Accts.	3,590.	
Pound Fees	327.	
Sale of Sludge	1,257.	
Improvement Maps	7,141.	
Curb Cuts	78.	
Recreation - Teen-age Dances	929.	
Gifts & Donations	919.	91,794.

TRUST FUNDS

CONTRACTOR'S TRUST FUND	40,443.	
1911 ACT IMPROVEMENT TRUST FUND - INCIDENTALS	66,864.	
1911 ACT ASSESS. TRUST FUND — BOND COLLECTION	157,915.	
INCOME TAX — WITHHOLDING — EMPLOYEES'	55,284.	
EMPLOYEES' SOCIAL SECURITY	19,925.	
EMPLOYEES' HEALTH INSURANCE	5,768.	
RECREATION CAPITAL IMPROVEMENT STATE COMPENSATION INSURANCE	120.	
4% STATE SALES TAX	43.	352,912.

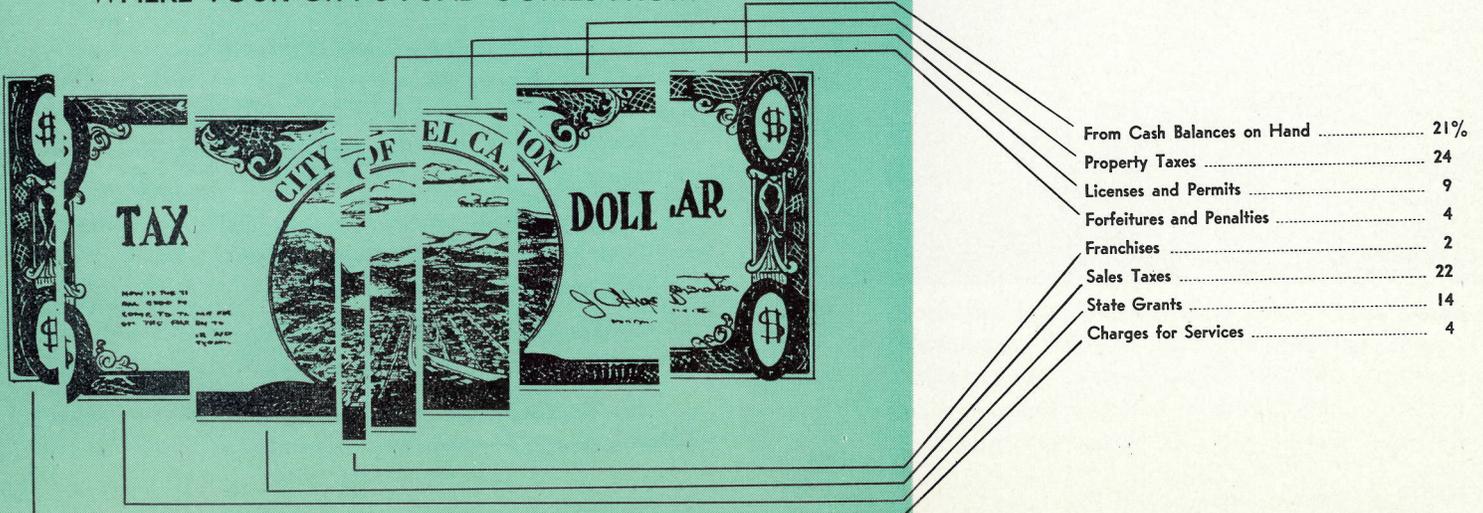
TOTAL RECEIPTS \$1,463,133.

CASH ON HAND AT BEGINNING OF YEAR — JULY 1, 1956

GENERAL FUNDS	\$252,789.	
RECREATION CAPITAL OUTLAY FUND	4,370.	
SPECIAL FUNDS		
1952 Sewer Bond - Interest & Redemption	40,981.	
1928 Sewer Bond - Interest & Redemption	1,660.	
Spec. Sanitation Fd - 1955-56	807.	
Spec. Recreation Sales Tax - 1955-56	49,553.	
Spec. Park & Rec. 1954-55	215.	
Sewer Maintenance	49.	
Spec. Gas Tax Fund	39,268.	
Registrar of Voters' Service Fund	20.	
Spec. Rev. Fund - 1911 Act Expenditures	3,653.	
Rec. Fund - Service Club Donations	72.	
Sales Tax Deposits - City & State	43.	
Special School Sewer Trust Fund	2,500.	
Health Ins. Trust Fund - Employees'	7.	
Contractors' Trust Fund	30,324.	
1911 Act Improvement Trust Fund	1,924.	
1911 Act Assessment Trust Fund	33,235.	461,470.

GRAND TOTAL RECEIPTS & CASH ON HAND BEGINNING OF YEAR \$1,924,603.

WHERE YOUR CITY'S FUND COMES FROM



# Expenditures

## EXPENDITURES

### General

LEGISLATIVE	30,164.	
FINANCE OFFICE & ACCOUNTS	25,541.	
LAW OFFICE & ACCOUNTS	11,256.	
GENERAL EXECUTIVE		
OFFICES & ACCOUNTS	103,288.	
GENERAL GOVERNMENTAL BUILDINGS	14,696.	
POLICE	141,261.	
FIRE	104,292.	
INSPECTION	26,964.	
INSURANCE	14,159.	
SANITATION	61,019.	
STREETS	186,041.	
RECREATION	73,265.	
ADVERTISING & PROMOTION	9,801.	
REFUNDS & REBATES	225.	
CIVIL DEFENSE	8,921.	
SOCIAL SECURITY — CITY'S SHARE	10,196.	\$821,089.

### SPECIAL FUNDS

1952 SEWER BOND INTEREST & REDEMPTION	\$29,600.	
1928 SEWER BOND INTEREST & REDEMPTION	1,625.	
STREET CONSTRUCTION (5/8c State Gas Tax)	61,143.	
REVOLVING FUND — 1911 ACT EXPENDITURES	4,974.	\$97,342.

### TRUST FUNDS

CONTRACTOR'S TRUST FUNDS	\$14,388.
1911 ACT IMPROVEMENT TR. FUNDS — INCIDENTALS	56,514.
1911 ACT ASSESS. TRUST FUNDS — BOND COLLECTION	159,317.
INCOME TAX WITHHOLDING — EMPLOYEES'	55,284.
EMPLOYEES' SOCIAL SECURITY	19,925.
EMPLOYEES' HEALTH INS.	5,775.
STATE COMPENSATION INSURANCE TRUST FUND	120.
RECREATION TRUST FUND	1,251.

STATE SALES TAX	42.	
SEWER MAINTENANCE	55.	
REC. CAPITAL OUTLAY IMPROVEMENT FUND	9,310.	\$321,981.
Total Payments		\$1,240,412.

### CASH ON HAND AT END OF YEAR - JUNE 30, 1957

GENERAL FUNDS	\$354,088.
CAPITAL OUTLAY FUNDS	
Recreation Capital Improvement Fund	1,610.
SPECIAL FUNDS	
1952 Sewer Bond Interest & Redemption	50,434.
1928 Sewer Bond Interest & Redemption	2,270.
Sanitation 1956-57	13,787.
Special Recreation Sales Tax	130,376.
Sewer Maintenance	18.
Special Gas Tax Fund (5/8c)	37,797.
Spec. Rev. Fund - (1911 Act Expenditures)	9,416.
Recreation - Teen-age Dance Fund	265.
Recreation - Donations	404.
4% Sales Tax - Deposits	26.

### TRUST FUNDS

Contractors' Trust Funds	46,953.
1911 Act Improvement Tr. Fd. - Incidentals	1,493.
1911 Act Assess. Tr. Fd. - Bond Collections	32,754.
Special School Sewer Tr. Fd.	2,500.

Total Cash on Hand at Close of year 1956-57	\$684,191.
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GRAND TOTAL — PAYMENTS AND CASH ON HAND AT CLOSE OF YEAR*	\$1,924,603.
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\* Obligations incurred in the amount of \$164,522. unpaid as of June 30, 1957.

CITY OF EL CAJON  
DAVID C. HOBSON  
Director of Finance

## HOW YOUR CITY'S FUND WAS SPENT

General Government .....	14%
Public Safety .....	22
Public Works .....	19
Sanitation .....	5
Parks and Recreation .....	5
Social Security .....	1
Bond Interest and Retirement .....	2
Reserved for Future Use .....	31
Other .....	1



## Purpose of the Supplemental Report

El Cajon's rapid growth in recent years has developed unusual stresses and strains in local government. Thousands of new citizens coming from scores of other communities seek information about their city and its operational procedures.

Although reliance for solving our city's problems must be placed on competent specialized personnel to perform technical and administrative jobs in government, it is still the citizen's responsibility to lay down fundamental policies.

The El Cajon City Council is glad to cooperate with the provisional League of Women's Voters chapter in this city by including their comprehensive "Know Your Town" survey in this Annual City Report.

By this method the City Government hopes all of the people of the city will become better informed on El Cajon's governmental structure.

# THE LEAGUE OF WOMEN VOTERS

SUPPLEMENT TO THE  
1957 ANNUAL REPORT, CITY OF EL CAJON

KNOW  
YOUR  
TOWN

# Yesterday & Today

The story of El Cajon began around 1877 when A. L. Knox realized the potential created by nothing more exciting than a bend in a road. The road was the wagon road from San Diego to Julian which entered El Cajon Valley from the west through Grossmont Pass following today's Highway 80 and Main Street. It made a sharp turn to the left (north) where Main and Magnolia now intersect.

That sharp turn was what caught the eye of Mr. Knox, and it was here that he built a small hotel—five rooms plus lobby, kitchen and dining room—to accommodate the mule drivers who plied the road between the busy mining center of Julian and the county seat, San Diego. Mr. Knox's enterprise attracted other settlers who have left a permanent physical reminder of themselves in our own day. Mr. Knox himself planted many of the eucalyptus and olive trees still standing in the valley.

Through the City of El Cajon lies within a natural geographical unit—a box valley from which it draws its name—the city limits themselves are purely man-made and arbitrary. The surrounding valley was at the time of incorporation a land of grain, hay and livestock. Later, these gave way to orchards and vineyards. And now these are rapidly being replaced by more and more homes.

In 1912 El Cajon was incorporated, 158 voting in the election (35 against). The government from that date until 1950 was by an elected city council. In 1950 it was changed to the council-city manager form of government.

The early years of El Cajon showed slow, orderly growth. World War II brought dramatic changes. With the rise of San Diego (15 miles away) as a major service and aircraft center, people literally poured into the valley. The decade following the war has brought, rather than a let up, even faster growth because of the continued development of San Diego alone the lines begun during the war.

El Cajon itself has grown from a small, semi-agricultural community to a bedroom community, to a city with its own industrial community and expanding retail business. It has a number of small light industries—non-smoke producing—that are related generally to the aircraft industries of San Diego.

By far the largest number of the wage earning population work in San Diego, employed in these large plants. A more recent influx has brought residents from the managerial level of these industries. The valley has been the choice as a permanent home of a number of servicemen, both commissioned and non-commissioned.

Except for a small group of families of Mexican and/or Indian parentage grouped within a two block area just south of the main section of town, the city has no particular minority groups.

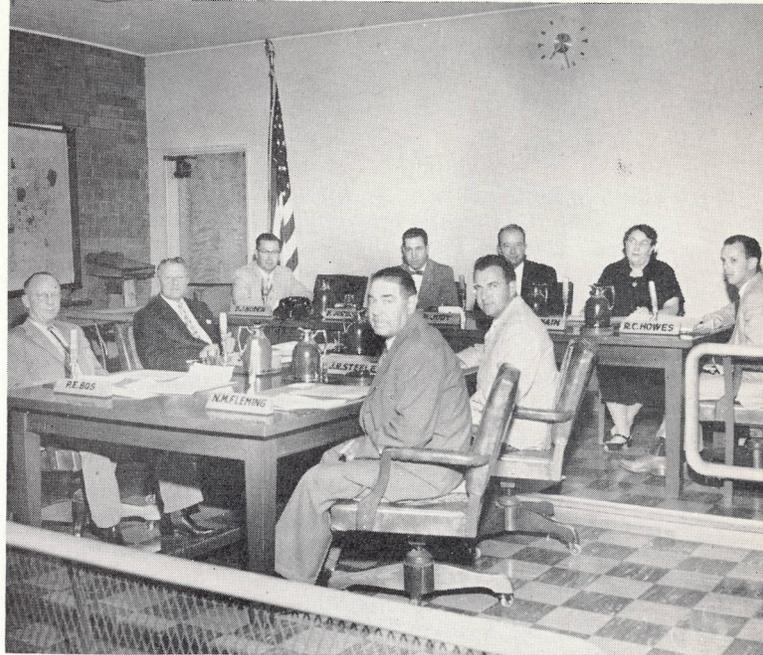
El Cajon has a bi-weekly and a weekly newspaper. There are Catholic and Protestant churches—some 30 in all—but no Jewish synagogue. The Chamber of Commerce lists 5 fraternal clubs, 6 men's service clubs, and 17 women's clubs.

## CITY GOVERNMENT

El Cajon gets authority for all its governmental activities from California's Municipal Corporations Act of 1883, amended in 1933. It is thus a general law city, not a charter city.

The legislative body may pass any ordinance not in conflict with the Constitution or laws of California or the United States.

The City Clerk, Treasurer, and five Councilmen are elected for four year terms. To qualify for these offices, a candidate must be an elector of and have resided in the city for the year preceding his election.



City Council: Front table—(L to R) Paul E. Bos, James E. Hunt, Nelson M. Fleming and John R. Steele, councilmen. At the back table—Bernard J. Noden, City Manager; F. Joseph Doerr, City Attorney; C. Hamilton Judy, Mayor; Delight V. Swain, City Clerk and Robert C. Howes, City Engineer.

## City Council

The Council is the City's "board of directors," its policy making body. It sets the tax rate; passes ordinances; determines salaries; acts for the City in law suits; may buy, lease and hold real and personal property for the city. It passes on recommendations made by the city commissions and has the final word on budget, planning, appeals and all important city business. It appoints the City Manager, City Attorney, and all advisory commissions.

The Mayor is chosen from the Council by vote of the councilmen. He serves for one year and may succeed himself. Councilmen receive a salary of \$80 a month and the mayor receives \$130 a month.

The Council is required to meet semi-monthly. Because of the press of business, weekly meetings are now being held. The extra meetings are called "adjourned regular meetings." All meetings are open to the public.

## CITY MANAGER

The City Manager is appointed by the City Council and is responsible to it for carrying out policies they adopt. He has complete authority for administering the City's business. His term of office is indefinite; a four-member vote can remove him. On July 1, 1957, his salary became \$12,600 annually.

His job is to coordinate activities of the City's departments for maximum efficiency and economy. He advises the Council on policy and program; prepares and submits the annual budget; recommends a salary schedule; exercises general supervision over city property; superintends the construction of public buildings. He has the power to appoint and dismiss all employees, except elected officials, members of the Commissions and the City Attorney.

## CITY CLERK

The City Clerk keeps all city records, makes required state reports, is in charge of elections, is responsible for recording the proceedings of the City Council and for publication of city legal notices.

# City Services

## CITY ATTORNEY

The City Attorney is appointed by the City Council for an indefinite period to frame all ordinances and resolutions for the City and to advise the Council and Manager on legal matters. He prosecutes for the City in certain court matters and performs any other legal service required by the Council.

He is paid a monthly retainer fee plus fees for court appearances. He is not considered a full-time employee, but maintains a private practice.

## THE EL CAJON TAX DOLLAR

The Council appropriates all money for city government and sets the tax rate, which is limited by state law to \$1 per \$100 assessed valuation for the general fund.

## CITY TREASURER

The City Treasurer is an elected official. As custodian of the City's bank account, he is responsible for seeing that the bank has adequate reserves for the City's funds. His salary is \$100 per year.

## DIRECTOR OF FINANCE

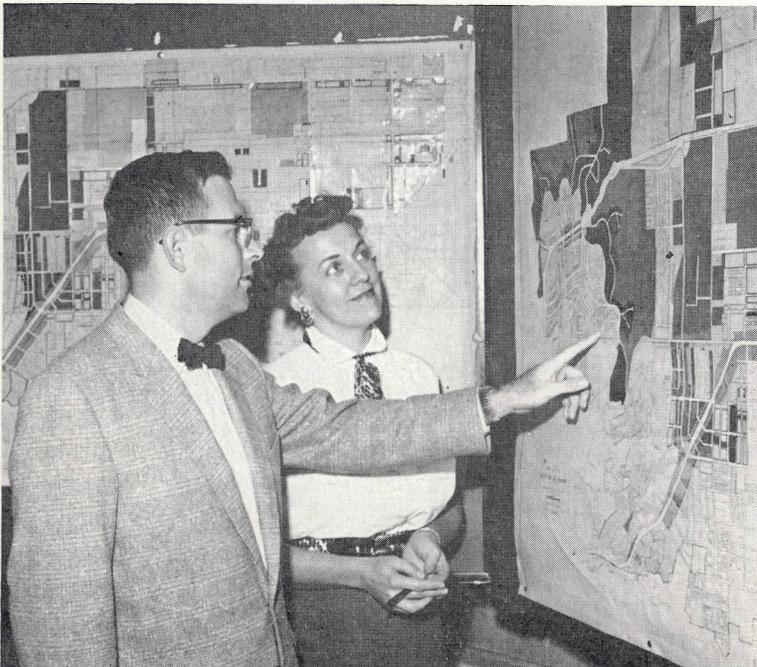
The finance department is headed by the Director of Finance, who prepares the City budget under the direction of the City Manager. In April, the budget is presented with a letter of explanation for approval of the City Council. The budget is advertised before adoption, and a public hearing is held. By July 1 the Council adopts it.

## AUDITING

An outside professional firm contracts with the City to keep a running audit of funds. An annual audit is made June 30. There was a special audit March 15, 1957, when a new finance director took office.

## TAX COLLECTION

The state collects sales tax; the License Clerk collects fees for business permits and other local revenues. The County Tax Collector sends out property tax bills to El Cajon residents and collects taxes for the county, the city, the schools and other special district taxing units. Tax delinquency amounted to 2.7% in 1956-57.



City Planner Charles M. Shartle and Secretary, Mrs. Edward Timm.

## ASSESSMENT

Property is assessed yearly by the County Assessor, an elected official. Property is reevaluated about every three years. The county Board of Supervisors acts as a Board of Equalization. It meets in July to hear appeals from those who think the assessments unfair.

## TAX RATE

The 1957-58 city property tax rate for the general fund is 84 cents; for sewer operation and sewer bond interest and redemption, 40 cents, making a total of \$1.24 per \$100 assessed valuation.

## CITY DEBT

The city debt in El Cajon is \$536,000. This includes sewer bonds of 1928 and 1952. State law permits a maximum of 15% of assessed valuation for municipal improvements. The City Council usually issues bonds only upon public demand. Approval of two-thirds of the city's voters is required.

## 1911 ACT IMPROVEMENT DISTRICTS

When property owners in an area of the city want streets, sidewalks or other public works for the benefit of their area, they can get these improvements through the "1911 Act." This state law enables a majority of owners to agree to have the work done, with every owner in the area required to pay his share of the costs over a period of time. The City acts as collection agency, conducts the hearings, and aids in engineering the project. However, there is no financial liability upon the City.

## PURCHASER - ANALYST

This job was created in 1956. The man who fills it is both Personnel Officer and head of the Purchasing Department. He prepares specifications (with help from department heads); assembles bids for city supplies and equipment; issues 100-150 purchase orders a month. Under policy established by the City Council, he gets three written quotations for purchases amounting to more than \$25 (except for non-competitive items). State law requires open, advertised, competitive bidding on public works expenditures running over \$2000.

The Purchaser-Analyst as personnel officer arranges for civil service exams, recruits and classifies applicants. He is also responsible for the City's insurance program, real estate purchases and disposal of surplus property.

## CIVIL SERVICE COMMISSION

This body consists of five members meeting once a month to serve as advisors to the City Council. They are paid \$5 a meeting. Civil service employees nominate five persons for each of two positions on the commission. The Council makes the selection for these positions and fills two others. These four men pick the fifth member.

El Cajon has 115 Civil Service employees and 48 who are either elected or appointed directly by the Council or the City Manager. The Council sets salaries after hearing recommendations of the Civil Service Commission, employees organizations and City Manager. The salary schedule is based on job classification and length of service.

A permanent Civil Service employee may be dismissed for cause, such as dishonesty or insubordination, but he may appeal to the commission.

Except for federal social security, there is no retirement plan for El Cajon city employees.

# City Services

## FIRE DEPARTMENT

Headed by the Fire Chief and responsible to the City Manager, the fire department consists of 19 full time Civil Service employees and 12 "call men." These part time men are paid \$10 a month and attend a weekly drill meeting. A bell in the home of each fireman and a public fire alarm system call the off duty men, when necessary, to help those on duty.

There are two fire stations, one in civic center, another in the Fletcher Hills section. The district has four fire trucks (the oldest is 7 years old), two resuscitators, with a rescue and salvage truck now being built.

A record is kept of each public building and business house, with a floor plan showing location of doors, windows, wiring and water outlets. It describes the material of which the building is made and the nature of its contents.

The National Board of Underwriters has rated the City at class 6.

The Fire Chief has the power to condemn buildings considered to be fire hazards, or to require correction of hazardous conditions.

El Cajon has a mutual aid agreement with all the cities in the county and with the State Division of Forestry.

## CIVIL DEFENSE COMMISSION

This commission includes the Mayor, the City Manager, the Personnel Director, the Police Captain and a full time civil defense officer, (a patrolman). The latter, the only person working full time on Civil Defense has organized all "ham operators," city employees, Boy Scouts and the California Cadet Corps in high schools in Civil Defense preparations.

## POLICE DEPARTMENT

The police are charged with investigating crimes, crime prevention, enforcing traffic safety laws, preserving evidence, testifying in court, issuing dog and bicycle licenses. Also they have charge of animal control. They prosecute ordinance violations in court.

The department is headed by the Chief of Police and is under the direction of the City Manager. There are 25 full-time and 3 part-time policemen and one female police clerk. The department includes 1 captain, 6 sergeants, 1 juvenile officer, 1 civil defense officer, 1 animal control officer. Also there are 36 reserve officers who serve for \$1 a year.

The department has five divisions: patrol, traffic, detectives, juvenile, and records. The latter, added July 1, 1957, consists of 1 desk sergeant and 4 desk officers.

A policeman must have a high school diploma; never have been arrested (except for minor traffic violations); pass written, physical and agility tests. He must attend the San Diego Police School for 16 weeks (three hours a day on his own time). An in-training program is designed to keep him informed about newest methods of law enforcement and crime detection. Regular drills on the pistol range are required.

The department utilizes services offered by other branches of government, the San Diego police laboratory, California Crime Investigation and Identification Dept. at Sacramento, the FBI, the Sheriffs Department of San Diego County.

There are no jails in El Cajon. All violators are taken immediately to San Diego—men to the county jail, women to the city jail. Each trip requires two policemen. El Cajon

pays \$2.50 per prisoner per day for the cost of food. The police department has 4 patrol cars, 2 motorcycles, and 1 animal control truck.

Persons on parole are under the jurisdiction of the San Diego County Probation Department. Any parolee or sex violator living in El Cajon must be registered with the chief of police.

## PLANNING AND ZONING

A City Planning Commission is the official planning agency. Its seven members are appointed by the mayor, subject to Council approval. They may be dismissed by the mayor, with approval of the Council, or by the Council. They serve for four years and receive a \$10 fee for each meeting attended.

A professional staff, consisting of the City Planner with four full-time and one part-time staff members, administers planning and zoning ordinances and directives. The Planner prepares the agenda for the Commission, collects information, prepares maps, and works along with the Commission in all its deliberations.

The Commission makes recommendations to the City Council about ordinances it believes necessary for the orderly growth of the City. Although the Council has the final decision on zone changes, the Commission has the power to grant zoning variances and conditional use permits. It can deny zone changes and require abatement of non-conforming land use or nuisances. Decisions of the Commission may be appealed to the City Council.

The Commission can also grant permission to split lots when all required improvements are provided for. On other split-lot applications, the Commission makes recommendations to the Council.

A professionally prepared master plan for the development of the City, providing for future street needs and utilities was approved by the City Council.



David C. Hobson, Director of Finance.

# Streets

## BUILDING INSPECTOR

The Building Department, headed by the chief inspector, is responsible for enforcing the City Building Code. This is patterned after the California Uniform Building Code.

The Department inspects construction, plumbing and wiring in new buildings and issues permits. The inspector has the power to condemn existing buildings regarded as structurally unsound.

## CITY ENGINEER

The City Engineer, appointed by the City Manager, prepares plans and specifications for public works; conducts engineering surveys; issues permits for street cuts and sidewalks; oversees operation of the sewage treatment plant; maintains sewer lines and laterals; checks subdivision plans; acts as superintendent of streets, and is responsible for traffic engineering.

## STREETS

There are 88 miles of streets within the City of El Cajon, including state highways. The City Council decides on the paving of major city streets and alleys. The work is done under supervision of the City Engineer. The Council makes the final decision on where to place street lights. It is the policy to have street signs at all intersections.

The Superintendent of Street Maintenance supervises street cleaning, marking and repairs. He is responsible for sidewalk repair when damage is caused by public use, otherwise the lot owner is responsible.

The State planned, built and maintains Highways 80 and 67 which go through El Cajon as Main and Magnolia Streets. On these streets, speed regulations must have state approval.

El Cajon's only public parking facilities are the streets, an area at civic center, and another on Cypress at Julian. There are no meters. Zoning regulations require retail stores to provide one off-street parking space for every 300 square feet of building space.

Some of the downtown merchants are attempting to form a parking district, with all benefited property owners to pay a proportionate share of the cost of acquiring parking lots.

## PUBLIC TRANSPORTATION

The only public transportation within the City is furnished by two bus companies, one traveling to and from San Diego, the other furnishing local service. The City approves the routing.

## RECREATION DEPARTMENT

By edict of September 21, 1953, the Park and Recreation Department of El Cajon became responsible for the "operation, use, maintenance and management of parks, public playgrounds and other recreational facilities within the City."

The City Manager appoints the Park and Recreation Director and the department staff, consisting of a full time assistant director, maintenance man, two laborers and a half time secretary.



Planning Commission: Front table—(L to R) Carl Freeland and Mrs. James E. Moore, Commissioners. Back table—Charles R. Shartle, City Planner; Howard G. Melvin, Commissioner; Mrs. William R. Mockler, Secretary; Harvey Webber, Carl Livingston and William Beers, Commissioners.

# Zoning

The zoning ordinance, first passed in 1948, was revised in January 1956. Hearings are held before regulations are adopted or revised so that citizens' viewpoints can be considered.

All areas without other designations are classed as R-1, or one-family residential zone. Other zones include R-2, two family; R-3, multiple-family; R-P, residential professional; C-1, neighborhood commercial; C-2, general commercial; C-M, heavy commercial; M, manufacturing.

A large area, adjacent to transportation and utilities, has been set aside for industrial use. The City persuaded the California Division of Highways, in planning for the new freeway through the City, to provide an underpass allowing railway and truck access to this area.

Further encouragement to industry is provided by zoning restrictions which protect the area from encroachment by residential developments.

## SANITATION

The City operates a modern sewage treatment plant, put into operation in 1953. The plant converts raw sewage into sludge and effluent, which is used for irrigation of the public Flying Hills Golf Course. Sludge is sold as fertilizer.

Garbage and rubbish are collected by a private firm with a franchise from the City. Fees are paid monthly by the homeowner. Garbage is sold to a hog farm; rubbish is taken to the county dump near Gillespie Field and burned.

# Recreation

In addition, part time workers are employed according to the need of the season. Through the winter of 1956-57, this group included 6 senior leaders, 4 junior leaders, 3 recreational aides and volunteers. In the summer of 1957 the staff included 25 people.

On September 21, 1955, the City Council passed an ordinance establishing an advisory Park and Recreation Commission. The 7 members are appointed by the Council, to which they make their recommendations. Members are paid \$5.00 per meeting (usually one a month).

At the request of El Cajon's Recreation Department, Buford Bush of the State Recreation Department prepared a plan for a city park system. A \$450,000 bond issue to finance the plan failed in an election held in April, 1956.

After the election the City Council launched a pay-as-you-go program based partly on the Bush report. The master plan was approved in January, 1957. A total expenditure of \$666,875 on two parks is called for.

At the same time the Council appropriated \$107,000 for the current year and in July accepted the budget of \$153,840 proposed by the Recreation Department for the fiscal year 1957-58.

The budget includes \$21,842 for parks, \$131,998 for recreation. The money comes from the general fund of the City and from the subdivision fund at the rate of \$10 per lot from each new subdivision in the City. This latter amount, \$4,760 in 1956-57, is used solely for the purchase of land and its general improvement.

It is the policy of the present City Council to budget for parks and recreation a sum equal to one-half of the 1% sales tax received by the City.

## PARKS AND PLAYGROUNDS

1. Wells Park: 18.2 acres, 10 of which were donated by the Wells family, the balance bought by the City.
2. Renette Park: 5 acres bought by the City in 1955.
3. Fletcher Hills Park: 2 acres at F.H. school site leased from La Mesa-Spring Valley school district.
4. Red Cross Park: small park on Magnolia Avenue.
5. Grossmont Park: small park at Grant and Grossmont Avenues.
6. Community Center grounds.
7. Use of school playgrounds for summer recreation through cooperative arrangements with local school districts.

Two buildings at the community center are used for recreation: the community hall, used in cooperation with the El Cajon Rotary Club, and the old library building, used for teenage activities.

Other recreation facilities available to El Cajon citizens include Gunther Pool at Gillespie Field, which is supervised by the County Recreation Department.

## YOU — THE VOTER

You may vote in local elections if you:

- 1.—have been a resident of California for one year,
- 2.—have been a resident of San Diego County for 90 days,
- 3.—have been a resident of your precinct for 90 days,
- 4.—have been a citizen of the United States for 90 days,
- 5.—are 21 years old,
- 6.—have registered at least 54 days before the election,
- 7.—have never been convicted of a felony.



Recreation Commission: Front table—(L to R) William Beck, Recreation Director; Harold Wells, Administrative Assistant; Roger Beatty. Back table—Mrs. Richard C. Gleiforst, Mrs. J. C. Robinson, Karl E. Nielsen, Mrs. John A. Findel, Secretary and William H. Shattuck.

# Local Elections

In addition you must be a city resident to vote in city elections and live within boundaries of the school, water, hospital or other districts for those elections.

If you have moved from one precinct to another within 54 days of the election you may vote in your former precinct.

You must register (1) if you failed to vote at the last primary or the last general election, (2) if you moved, (3) if you changed your name, (4) if you wish to change your party affiliation. With these exceptions, registration is permanent in California.

You may register at city hall, with the County Registrar of Voters, or with any Deputy Registrar of Voters.

## CITY ELECTIONS

El Cajon holds its city elections on the second Tuesday in April in even numbered years. In 1958, three Council members, a City Clerk and a City Treasurer will be elected; in 1960, two Councilmen.

El Cajon elections are non-partisan. A prospective candidate must have five signers on a petition for his nomination. Write-in candidates and absentee ballots are permitted. The City Clerk, who is in charge of elections, sends notification of time and place of election with a sample ballot to each registered voter. At the time of the City election in 1956, 3,153 votes were cast. There were 9,856 registered voters.

## SAN DIEGO COUNTY

The County provides several services to El Cajon residents. The functions of the assessor, the tax collector and the registrar of voters were described above. Added to these are the health and welfare services, the library and the court.



James McKenna, Assistant Building Inspector, left, Eddie F. Quinn, Chief Building Inspector and J. G. Powell, Assistant Building Inspector.

## Health

### INSTITUTIONAL CARE

Institutional care of the physically and mentally handicapped is supplied by the State only. Private boarding homes for the aged are licensed by the County Welfare Dept. There is no single institution for the well, aged person.

The 520 bed Edgemoor Geriatrics Hospital, operated by the County, is in Santee, north of El Cajon. It consists of 3 units: a bedfast section, a custodial or psychiatric ward, and an ambulatory unit. The daily rate at Edgemoor is slightly over \$6 a day and patients are expected to reimburse the county according to means.

Orphans are kept temporarily at the San Diego Children's Home and then placed in foster homes.

Delinquent children are detained at Juvenile Hall in San Diego.

### HEALTH

San Diego County contracts with the City to provide public health services. A branch building, built in 1957, is located in El Cajon's civic center. The department handles food inspection, control of communicable disease, vital statistics, and public health education. It conducts a well baby clinic. Teachers and food handlers must pass health examinations.

County public health nurses are employed by the schools on a contract basis to help with medical and dental examinations, vision and hearing tests, immunization programs, health records and so on.

### HOSPITALS

Grossmont Hospital District encompasses all of El Cajon. It covers about 700 square miles, containing about 170,000 people. It contains 105 beds, but voters have authorized hospital authorities to add a 143 bed wing in 1959 if federal funds can be obtained to help finance the project.

San Diego County Hospital provides emergency treatment and care for those unable to get the necessary care through private facilities, regardless of ability to pay. The psychiatric ward is an observation and diagnostic center only, and does not provide treatment.

# County Services

### PUBLIC WELFARE

The San Diego County Welfare Department provides the following services to El Cajon residents:

**Aid-to-Needy Children:** financial aid from county, state and federal funds for children in need through death, absence or incapacity of parents.

**Crippled Children's Service:** financial aid for medical and surgical care. School districts provide transportation and special instruction.

**Special Services to Children:** non-financial aid relating to adoptions, neglected or delinquent children, boarding homes.

**Aid-to-the-Blind:** financial aid and medical and surgical care for the prevention of blindness—financed by the State.

**Old-Age-Assistance:** financial aid from county, state and federal funds.

**General Relief:** for the needy not eligible for aid under other categories—county funds entirely.

The El Cajon Welfare Agency is a local Community Chest agency set up to give emergency aid. Twelve volunteer directors, appointed by local organizations, administer the agency.

### LIBRARY

The public library in El Cajon is the largest of 49 branches of the San Diego County library. It is supported by a tax of 7 cents per \$100. The two full-time, three half-time workers and the custodian are Civil Service employees.

Books not in demand are returned to the main branch and new ones put in their places. New publications are received weekly. On request, the librarian will order any book from the main branch. However, since the requested book may be circulating or on the shelf at a branch library, there is often some delay.

### COURT

The Municipal Court of the El Cajon Judicial District of San Diego County has its headquarters in El Cajon. Its one judge is elected for a 6-year term. The court handles small claims up to \$100, traffic cases, misdemeanors and civil law suits up to \$3,000. Also it holds preliminary hearings on felony charges.

El Cajon gets a portion of traffic fines collected when arrests have been made by El Cajon police or the highway patrol within city limits.

In trials of misdemeanors the defendant may demand a jury trial and the cost is paid by the county. The judge selects juries at random from residents who have lived in the district for one year and can speak English, hear and see. The court appoints an attorney for those unable to pay.

### EDUCATION

The public schools of El Cajon are not a function of the City but are managed by three separate school boards. Cajon Valley Union School District covers most of the City and a large outlying area. La Mesa-Spring Valley School District serves the Fletcher Hills area. Both are elementary districts for kindergarten through grade eight. Grossmont Union High School District covers a territory far wider than El Cajon.

# Education

All three districts are run by five-man school boards elected at large. They are to serve for 3 years without salary, empowered by law to direct finances and policy and to hire a superintendent to administer the policy. Board meetings are open to the public.

Operating expenses are determined annually, the budget decided by the board and submitted to the County Board of Supervisors which determines the rate and levies the property tax for the district. Money for school support also comes from State and Federal sources.

Some of the State money is based on average daily attendance; the State equalization fund adds to the total income of the district enough to bring it up to the State-required standard. State loans help build new schools.

The Federal government provides funds (for construction, operation and maintenance of schools) to districts with a large proportion of children of Federal employees.

The State Education Code sets minimum standards on curriculum, building construction and so on. It requires 175 days attendance annually for all children between 8 and 16.

Free books and equipment are provided. All schools have playgrounds; most have lunch programs.

The elementary districts provide bus service for children living more than one mile from school; the high school district transports children living more than two miles from school.

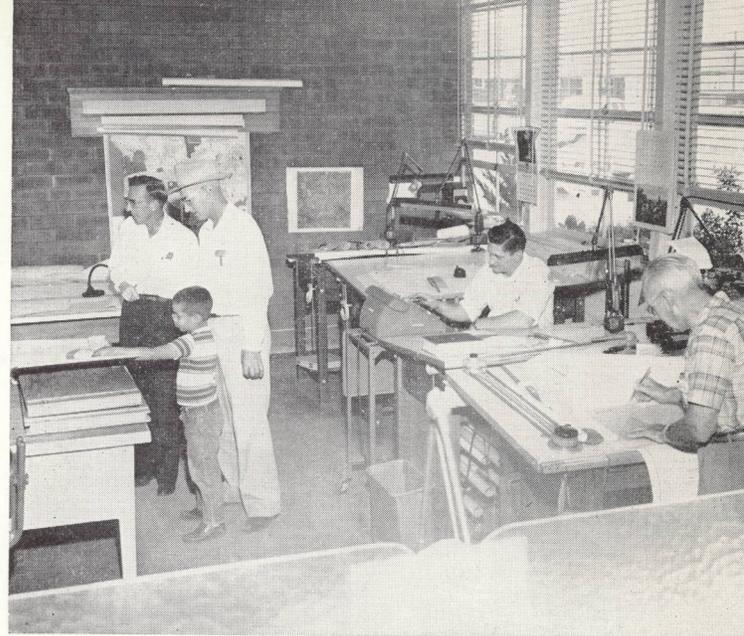
## CAJON VALLEY UNION SCHOOL DISTRICT

Board members serve for three years and meet twice monthly. The district's maximum tax rate is now \$1.39 per \$100. During the year 1956-57 the district operated eight schools for kindergarten through grade six; and two junior high schools for grades seven and eight. Total personnel was 340, including 210 classroom teachers. There were 170 classrooms, enrollment averaging 6,556, with 48 classes on double session. Six teachers had emergency credentials. Expenditure per pupil was \$276.70. There were about 33 pupils per teacher.

Teachers' salaries for 1957-58 will range from \$3,800 a year for a teacher with emergency credentials and \$4,300 for a beginning teacher with regular credentials to a maximum of \$7,300. Teachers receive annual increases of \$200. A retirement program covers the entire district.

## LA MESA - SPRING VALLEY SCHOOL DISTRICT

Board members serve three years and meet twice a month. They operate 12 schools, one of which is in Fletcher Hills—an area of El Cajon. Maximum tax rate is \$1.70; per pupil expenditure during 1956-57 was \$299.28. Teachers' salaries ranged from \$4,000 to \$6,500 and the pupil-teacher ratio was 34½.



In a growing city the drawing boards of the engineering department are very busy places.

# High Schools

## GROSSMONT UNION HIGH SCHOOL DISTRICT

The school board meets monthly and operates four schools, two of which serve El Cajon—Grossmont H. S. and El Cajon Valley H. S. They cover grades 9 through 12. The teacher salary scale ranges from \$4,600 to \$8,050, slightly above the state average for high schools. There is an average of 31 students per teacher. Teachers need a B.A. degree, general secondary credential and 30 semester hours of graduate study.

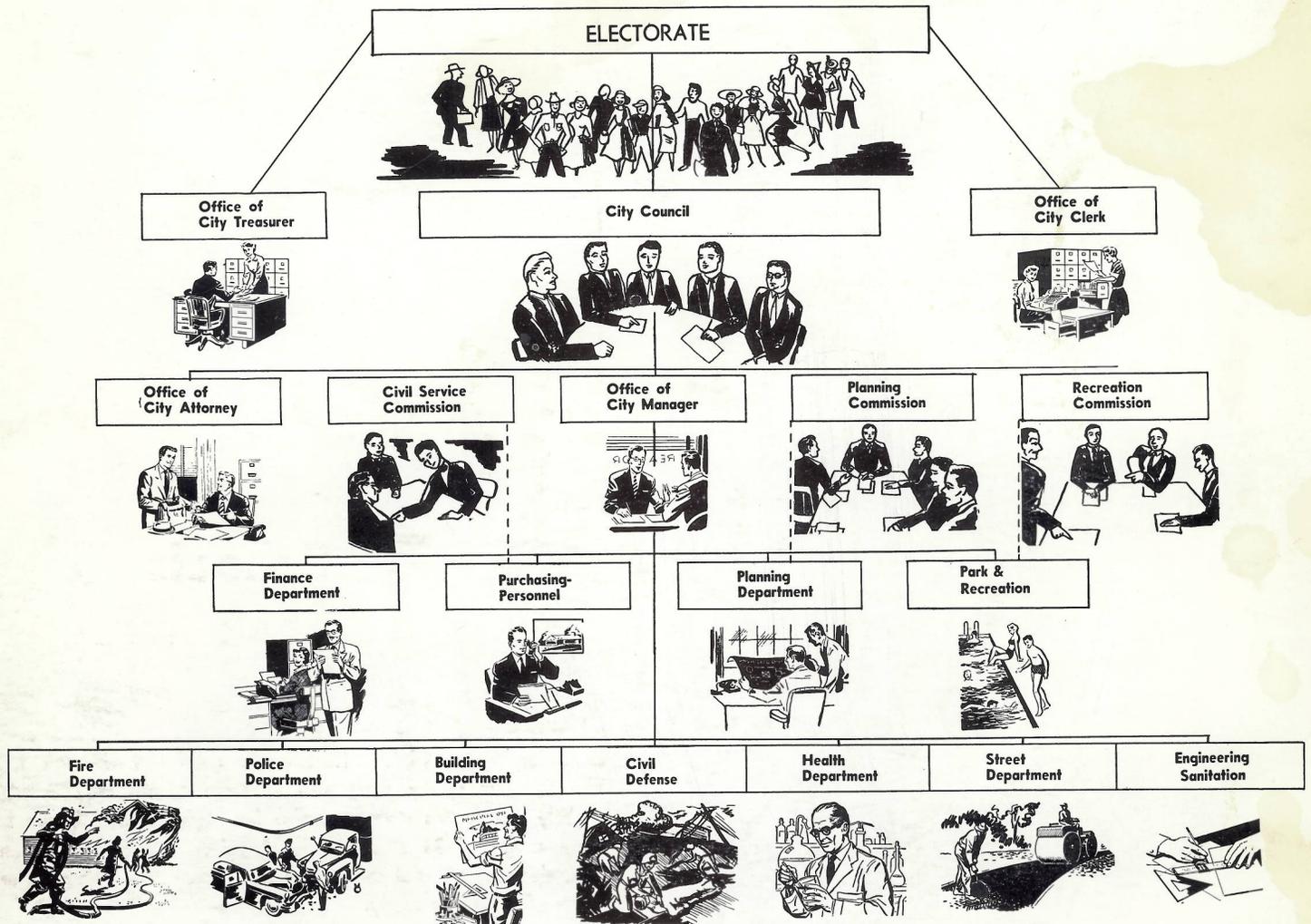
In 1955-56, the district spent \$348 per pupil for operating expense. This is above the national average, \$69 below the state average for high schools.

The district pays the State a special tax of 11 cents per \$100 to cover junior college tuition of all students in the area, who may attend any junior college in the state. One is located in San Diego.

## GROSSMONT ADULT HIGH SCHOOL

The adult education program of the Grossmont district holds classes throughout the school year and for six weeks during summer. In 1956-57 a total of 162 courses was offered at the three centers. Subjects included citizenship, English for foreign born, academic courses leading to high school diplomas, vocational nursing, etc. Schedules are available at post offices, libraries and at the schools. Any 20 residents may petition to have a course given. Registration fee is \$1.

# Organization Chart, City of El Cajon



## Telephone Directory

FOR INFORMATION ABOUT YOUR CITY

General Administration	City Manager	HI 2-4441	Ordinances	City Clerk	HI 2-4441
Tax Bills	Tax Office—County	BE 9-7561	Planning	City Planner	HI 2-4441
Bicycle Licenses	Police Department	HI 2-2545	Plumbing Permits	Building Department	HI 2-4441
Bills and Accounts	City Clerk	HI 2-4441	Purchase Orders	Purchasing Department	HI 2-4441
Building Permits	Building Department	HI 2-4441	Recreation	Recreation Department	HI 2-4441
Business Licenses	City Clerk	HI 2-4441	Sewers	Sanitation Department	HI 2-4441 (Sat. and Sun.—HI 2-4448)
Civil Defense	City Manager's Sec'tary	HI 2-4441	Street and Drainage	Street Department	HI 4-7712
Complaints	City Manager's Sec'tary	HI 2-4441	Variations	Planning Department	HI 2-4441
Death Certificates	City Clerk	HI 2-4441	Zoning	Planning Department	HI 2-4441
Dog Licenses and Control	Police Department	HI 2-2545	Fire Department	Business	HI 4-0010
Elections	City Clerk	HI 2-4441	<b>FIRE (only)</b>		<b>HI 4-7788</b>
Electrical Permits	Building Department	HI 2-4441	<b>POLICE</b>		<b>HI 2-2545</b>
Engineering	City Engineer	HI 2-4441			
Health	Health Inspection Dept.	HI 2-4441			
Maps	Engineering Department	HI 2-4441			

OCCUPANT  
 EL CAJON, CALIFORNIA

Bulk Mail  
 U. S. Postage  
 El Cajon,  
 Calif.  
 Permit No. 28