

# North Park – Maintenance Assessment District Community Advisory Committee Minutes [DRAFT] December 10, 2012

Rob Steppke, Vice-Chair, called the regular meeting of the North Park (NP) Maintenance Assessment District (MAD) Community Advisory Committee to order at 6:03 p.m. at the North Park Adult Activity Center, 2719 Howard Avenue, in San Diego, CA.

## 1. Roll Call

### Present:

Chair Lucky Morrison, North Park Planning Committee (NPPC) [Although Lucky attended the meeting, he did not chair it due to prior arrangements for Rob to chair it in his expected absence.]  
Vice-Chair Rob Steppke, North Park Redevelopment Project Area Committee (PAC)  
Secretary Beth Swersie, North Park Community Association (NPCA)  
Karen Gross, San Diego County Apartment Association (SDCAA)  
Gary Weber, El Cajon Blvd Business Improvement Association (ECBBIA)  
Virginia Sherwood, Burlingame Neighborhood Association (BNA)  
Steve Hon, North Park Historical Society (NPHS)  
Kevin Clark, North Park Main Street (NPMS)  
Kitty Callen, Altadena Neighborhood Association (ANA) (arrived 6:18 p.m.)

### Absent:

Laurie Coskey, Resident Homeowner

### City Staff:

Andy Field & Cory Peterson, Parks and Recreation  
Mike Rasmusson, Grounds Maintenance Manager

### Guests:

Sev McPete

## 2. Approval of minutes – November 13th meeting

Rob noted that his office is "Vice Chair" rather than "Co-Chair".  
Approved with that correction: Kevin/Steve, 4-0-4 (Morrison, Weber, Gross, Sherwood) (prior to Callen's arrival).

## 3. Chair's Report

Rob noted that, regarding the budget discussion, we *can* take action tonight, but we don't *have* to.

## 4. Non-agenda Public Comment

none

## 5. Councilmember's report – Anthony Bernal

none

## 6. Report: Operational/Streetscape Maintenance – City Staff Info/Discussion

Staff reported on operational and maintenance issues. Copies of the Staff Report for December were distributed earlier by email and are attached to these minutes. In addition to the information on that report, there were the following discussions:

- A Bradford Pear tree at the (former) Post Office was also replaced.
- Irrigation inspections are being made on El Cajon Blvd.

- There were 3 non-working acorn lights on University Ave., and 2 on El Cajon Blvd.
- Rob noted that the matter of the landscaping at the proposed AT&T cell tower at Boundary & Meade has not yet been agendaized at the Urban Design/Project Review Subcommittee.
- Steve noted that the decorative trash can at the NW corner of 29th & NP Way has no lock.

## 7. FY 2014 Budget - Andy Field/City Staff - Information/Discussion/Action

- Andy recapped the budget discussion to date.
- Note: Services formerly provided by Urban Corps have been folded into Shoreline's contract.
- Reminder: the \$19,139.40 shown for Tree Trimming Services (Group 1, etc) in FY 2012, should have been for Tree Trimming Services - Palm Trimming.
- Discussion about responsibility for steel replacement liners for trash cans: the city maintains the non-decorative ones that were in place per their schedule (as of 5 years ago). They use inexpensive metal cans except for those needing taller, slimmer liners.
- Shoreline is covering more services than Aztec/Urban Corps did. Their contract is for 5 years, to be reviewed annually.
- The CPI of 3% is the SDCPI determined by the Assessment Engineering team, based on last February's Bureau of Labor local figures, and adjusted in March.
- Steve noted that the MAD gets lots of input requesting trash cans and he is strongly in support of continuing to provide them. He would rather cut out the \$10K that is budgeted for optional palm tree trimming. Kitty noted the safety hazard presented by untrimmed palm trees. Gary noted that if we continue to pay for palm tree trimming, the City will walk away from it. Rob agreed.
- Rob noted that now is the time to make adjustments. The assessment is going up only 66 cents. 66 cents X 18000 ~ \$12,000. We have lots in reserves - can we keep the assessment the same? Steve noted that the reserve only covers 6 months.
- Beth noted that NPCA would rather see money spent on palm tree trimming than on decorative trash cans. Kevin said that the trash cans are necessary. Beth asked the difference in cost between plain cans and decorative ones. It's about \$300 [\$800 plain, \$1100 decorative]. Cory said that the decorative ones are easier to clean and less graffiti-friendly.
- Karen asked if the City has put more money into palm tree trimming. It put about \$300-400K back in the budget for palm tree trimming, but only for emergency services. This was after a man got crushed under a palm bulb that fell on him. Cory said they don't fall often, except in storms.
- Gary said that NPCA should advocate to the City to trim the palm trees.
- Andy noted that MADs are to provide *special benefits*, and that the MAD should contact the City to maintain the appropriate level of palm tree trimming services despite the existence of MADs. He said that the program has morphed from "for safety" to "trim all", and that it is too time-intensive to determine which palms need trimming for safety reasons. The MAD does notify the City when it notes a specific safety issue.
- Cory noted that the MAD can't do the palm tree trimming in each sector for \$10K a year - the sectors will end up changing in size to accommodate the budgeted amount.
- Mike suggested that we ask the City why the MAD should keep putting money into palm tree trimming if the City isn't doing it.
- Beth will talk to the NPCA about contacting the City and requesting they do more palm tree trimming.
- Rob asked what we wanted to do. Steve says remove palm tree trimming. Lucky asked what do the founding documents say? Gary noted that on the easterly portion of El Cajon Blvd, appearance and safety are important and they've done it because they had the money, but that we need to get the City to do its job.
- Lucky asked if we assume liability by doing the palm tree trimming. Andy said the City is liable despite who cares for it. Property owners have some responsibility, 50-50, but the City has deeper pockets.

- Rob asked who would support reducing the \$10K for palm tree trimming to \$3K. Karen: 10, Steve: 0 or 10, Gary: 10, Ginny: 10, Kevin: 10, Beth: 10, Lucky: cut them down? Andy says that removing trees requires permits, has its own liability. It was decided to leave the \$10K in the budget for palm tree trimming.
- Rob noted that \$30K that was for re-balloting "Clean & Safe" was folded back into reserves. Should we be putting money aside for re-balloting in the future? Andy noted that the Golden Hill MAD decision may make it more expensive to re-ballot due to the costs of the special vs. general benefits analysis - it could cost \$45-50K.
- Andy: The standards of the City determine the "general benefit". The incremental differences between what the City does and what the people want determine the "special benefits". There are also the "pass through" benefits as determined by traffic studies.
- Rob confirmed that we can adjust certain specific budget items as they arise in the next year.
- **Motion to support the proposed budget for FY 2014: Steve/Karen, 9-0-0.**
- We will need to determine locations for additional trash cans.
- Cory will talk to us when he is ready to trim trees in next sector - we can accept it or agendize a budget transfer.
- Rob said that palm tree trimming won't go on forever. Cory noted that there is \$10K for trees planted/maintained by the MAD and the 600 young maturing trees will need more care.

## 8. New business for future agendas

- trash can locations
- palm tree trimming
- re-balloting

## 9. Adjournment at 7:17 pm.

\*\*\*\*No meeting in January. Next meeting: February 11, 2013.\*\*\*\*



**THE CITY OF SAN DIEGO  
PARK AND RECREATION DEPARTMENT  
NORTH PARK MAINTENANCE ASSESSMENT DISTRICT  
DECEMBER 2012 STAFF REPORT**

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***Trees:***

- Removals: a Chinese Flame tree removed and replaced with Pink Trumpet tree, 3925 Ohio St. near Queen Bee's Art and Cultural Ctr.
- Trimming: Gold Medallion trees were pruned on Meade Ave.
- Vandalism: None to report this month.

***North Park Main Street (University Ave, North Park Way, and 30<sup>th</sup> St):***

- Vendors cleaned up area before and after the Toyland Parade, with no difficulties or problems.
- Graffiti removal, cleaning, etc. continues as normal

***El Cajon Boulevard:***

- Medians – Lantana is being treated for mealy bugs.
- Graffiti removal, cleaning, etc. continues as normal

***Street Lights:***

- Staff inspected acorn street lights throughout MAD on the evening of December 5, 2012. A list of non-working lights was turned into Street Division for repair.

***North Park Gateway/Boundary Street and Ann Mudge Project:***

- General maintenance continues as normal.

***Budget and Contract Updates:***

- Budget Process – The budget was presented by City staff at the November meeting, and the budget discussion continue at the meeting on December 10, 2012.

***Capital Projects:***

- **North Park Street Lighting (Final Phase)** – This project is with Engineering & Capital Projects. The construction schedule for the final 11 street lights is still pending. *(No change from last month.)*
- **Switzer Canyon/30<sup>th</sup> Street Bridge Enhancement** - The advocate group and Kotaro Nakamura (from Roesling Nakamura Terada Architects) met with the City Engineer on July 20 to discuss the proposed improvement project to the 30<sup>th</sup> Street Bridge over Switzer Canyon. Andy Field submitted the project through the City's project intake process to the City Engineer on August 28 to initiate preliminary design and determine the cost of the proposed project. *(No change from last month.)*
- **Red Sidewalk Replacement on University Avenue** – This project has been submitted to Engineering & Capital Projects. It is likely that work will be coordinated with UAMP. The project manager will likely attend an upcoming advisory committee meeting to discuss project scope and schedule.

Respectfully submitted,

Mike Rasmusson  
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**Park and Recreation Department - Open Space Division  
Maintenance Assessment Districts Program  
Summary of Fiscal Year 2014 (07-01-13 to 06-30-14) Budget**

**FINAL DRAFT  
11/08/12**

**North Park Maintenance Assessment District  
Fund 200063**

	FY 2012	FY 2013	FY 2014
	Unaudited Actuals	Estimate	Proposed
<b><u>District Expenditures</u></b>			
<b>Supplies</b>			
Miscellaneous Supplies (Graffiti Remover, Drafting/Photo, Locks) (511013, 511032, 511087)	\$ 716.63	\$ 670.00	\$ 670.00
Steel Replacement Liners for Trash Containers (511029)	\$ -	\$ 400.00	\$ 400.00
50/50 Sidewalk Reimbursement Program (511091)	\$ -	\$ 1,000.00	\$ 1,000.00
Decorative Trash Cans (511137)	\$ 5,339.02	\$ 5,500.00	\$ 5,500.00
<b>Contract Services</b>			
Landscaping Services - Aztec ( <i>Contract End Date: 08/14/2012</i> ) <i>Currently on interim services</i> (512134, 516001)	\$ 134,537.67	\$ 185,063.00	\$ 213,905.00
Litter removal along 30th, University, NP Way - graffiti removal, cleaning - SD Urban Corps (512059D)	\$ 60,715.40	\$ 17,600.00 <sup>(1)</sup>	\$ -
Misc. Electrical Repair (North Park sign, Boulevard sign) - YESCO (512059F)	\$ 6,027.37	\$ 6,000.00	\$ 6,000.00
Solar Street Lights throughout MAD - YESCO (512059G)	\$ 2,718.19	\$ 4,000.00	\$ 4,000.00
Power Washing along 30th St and University Ave - San Diego Power Cleaning (512059K)	\$ 60,459.80	\$ 68,000.00	\$ 68,000.00
Decorative Tile Maintenance at 30th and University - Natures Element & Aztec (512059L)	\$ 3,879.00	\$ 5,000.00	\$ 5,000.00
Wash Decorative Utility Boxes on El Cajon Blvd. - CAM Services (512059M)	\$ 2,108.00	\$ 2,500.00	\$ 2,500.00
Tree Trimming Services (Group 1 & 2 & El Cajon Blvd. Median) (512197A)	\$ 19,139.40	\$ 10,000.00	\$ 10,000.00
Tree Trimming Services - Palm Trimming (Sector A,B,C,D,E) (512197B)	\$ -	\$ 10,000.00	\$ 10,000.00
<b>City Services</b>			
0.42 Full-Time Equivalent (FTE) Grounds Maintenance Manager/Contract Inspector	\$ 43,485.00	\$ 43,484.00	\$ 43,484.00
Charges from other City Departments (Arborist Opinions, Illegal Dumps, etc.) (512114)	\$ -	\$ 500.00	\$ 500.00
<b>Special Districts Administration</b> (516024A)	\$ 32,603.00	\$ 32,408.00	\$ 32,408.00
<b>Vehicle Usage and Assignment</b> (516024B)	\$ 2,916.00	\$ 3,111.00	\$ 3,204.00
<b>Utilities</b>			
Water / Storm Drain / Electrical (514100 - 514105)	\$ 38,881.11	\$ 43,226.00	\$ 47,396.00
<b>Subtotal Operating Expenditures</b>	<b>\$ 413,525.59</b>	<b>\$ 438,462.00</b>	<b>\$ 453,967.00</b>
<b>Capital Improvements Program</b>			
Switzer Canyon - Total Allocation to Date: \$65,000 (516027A) WBS S10054	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Colored Concrete Sidewalks at 30th & University - Total Allocation to Date: \$200,000 (516014) WBS S10040	\$ -	\$ -	\$ -
<b>Total Capital Improvements Program</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 418,525.59</b>	<b>\$ 443,462.00</b>	<b>\$ 458,967.00</b>
<b><u>District Revenues</u></b>			
Special Assessments (411XXX - 412XXX)	\$ 337,426.00	\$ 394,581.00	\$ 406,418.00
Interest Earnings (418001)	\$ 6,436.00	\$ 5,700.00	\$ 6,000.00
<b>City Contributions <sup>(2)</sup></b>			
Gas Tax Fund (424070)	\$ 17,951.00	\$ 17,951.00	\$ 17,951.00
<b>TOTAL REVENUE</b>	<b>\$ 361,813.00</b>	<b>\$ 418,232.00</b>	<b>\$ 430,369.00</b>
<b><u>District Reserves</u></b>			
Beginning Fund Balance	\$ 327,430.00	\$ 270,717.00	\$ 245,487.00
Change in Fund Balance	\$ (56,713.00)	\$ (25,230.00)	\$ (28,598.00)
<b>Year End Operating Reserves</b>	<b>\$ 270,717.00</b>	<b>\$ 245,487.00</b>	<b>\$ 216,889.00</b>
<b><u>Target Reserves</u></b>			
Minimum Reserve: 10% of Operating Budget	\$ 41,853.00	\$ 44,346.00	<b>\$ 45,897.00</b>
Maximum Reserve: Six Months Operating Budget	\$ 209,263.00	\$ 221,731.00	<b>\$ 229,484.00</b>

<i>Change</i>	<i>No Change</i>	<i>Max. Auth. + CPI</i>	<i>3% Est. CPI Increase</i>
Assessment Rate	\$18.70	\$22.10	\$22.76
Equivalent Benefit Units	17,854.24	17,854.34	17,854.34
<i>Change</i>	<i>1.24% CPI Increase</i>	<i>2.71% CPI Increase</i>	<i>3% Est. CPI Increase</i>
Maximum Authorized Assessment	\$21.52	\$22.10	\$22.76

<sup>(1)</sup> Litter and graffiti removal services along 30th St., University Ave., and North Park Way will be done under extra labor on the new landscape contract.

<sup>(2)</sup> City contributions in Fiscal Year 2014 are subject to change pending approval of new rate per square foot/acreage.