

## North Park Maintenance Assessment District

Community Advisory Committee Minutes - December 8, 2014.

Meeting called to order at 6:00pm

1. Roll Call:

Present: Rob Steppke - North Park Redevelopment Project Area Committee (PAC)  
Jody Surowiec - North Park Historical Society (NPHS)  
Peter Hill - North Park Planning Committee (NPPC)  
Virginia Sherwood - Burlingame Neighborhood Association (BNA)  
Kitty Callen - Altadena Neighborhood Association (ANA)  
Vicky Heithaus - Resident Homeowners Rep  
Beryl Forman - El Cajon Blvd Business Improvement Association (ECBBIA)  
Jillian Wolther - North Park Main Street (NPMS)

City Staff: Paul Sirois, Glenn Torio, Rosa Lopez, Adrian Granda CD3 Rep.

Absent: Karen Gross - San Diego Apartment Association  
Sean Karafin - North Park Community Association (NPCA)

2. Approval of the November minutes – Hill/Callen, passed 6-0-1 (Sherwood abstained)
3. Chair's Report - Rob announced there is an opening for a Secretary.
4. Non-agenda public comment - None
5. Councilmember's report - Adrian announced the 70th city council will meet on 12/10/14 to elect a new council president; the 2015 centennial will kick off at the organ pavilion on 1/31/14; new bike stations will be completed shortly.
6. North Park Main Street - The discussion continued regarding the benches on Ray Street. The city staff said there was not a time frame for the completion of relocating. Vicky asked if there was a code requirement as to how far from a curb people could have their feet as they sat on the benches. City staff will check code before relocating in opposite direction..
7. Sidewalk replacement - this will be discussed at the January meeting.
8. Operational Streetscape Maintenance - The staff report was distributed prior to the meeting. Four new trees were planted; trimming of existing trees underway, power washing the sidewalks occurs during early morning hours; irrigation shut off since early Dec. rain storm; graffiti removal continues; the mulching of the median on El Cajon Blvd is complete; the pedestrian walk ramps were completely redone across Boundary Street at University. No update: University Ave red sidewalk replacement; Switzer Canyon bridge enhancement.
9. NP MAD budget for FY2016 – City staff responded to questions by MAD Board members after budget first presented at November meeting. A modified proposed budget presented by staff was discussed at length by line item. Items discussed included increasing new trash /recycle cans, frequency of trash collection, sidewalk power washing, and a future rebalot. The staff will present a revised budget to the MAD in January, incorporating the requested modifications for Board final approval prior to City Council action scheduled for 1/30/2015.

The meeting adjourned at 8:00.

**Park and Recreation Department - Open Space Division  
Maintenance Assessment Districts Program  
Summary of Fiscal Year 2016 (07-01-15 to 06-30-16) Budget**

**REVISED DRAFT  
FOR DISTRIBUTION  
UPDATED 12/08/14**

**North Park Maintenance Assessment District  
Fund 200063**

	FY 2014	FY 2015	FY 2016
	Unaudited Actuals	Estimate	Proposed
<b>District Expenditures</b>			
<b>Supplies</b>			
Miscellaneous Supplies (Graffiti Remover, Small Tools, Locks, Paint) (511032, 511034, 511084, 511107)	\$ 230.00	\$ 370.00	\$ 370.00
Steel Replacement Liners for Trash Containers (511029)	\$ -	\$ 400.00	\$ 400.00
50/50 Sidewalk Reimbursement Program (511091)	\$ -	\$ 5,000.00	\$ 5,000.00
<b>Contract Services</b>			
Landscaping Services - Landcare Logic (Contract Expires: 10/31/17) (512134A, 516001)	\$ 187,444.36	\$ 208,590.00	\$ 224,427.00
Landscaping Services - Contract Svc. Increase (Trash can svc. frequency & additional trash cans) (512134B)	\$ 1,142.92	\$ 3,000.00	\$ 3,000.00
Landscaping Services - Bike Corrals (512134C)	\$ -	\$ 900.00	\$ 1,500.00
Landscaping Services - Recycle Program (512134D)	\$ -	\$ 2,000.00	\$ 2,000.00
Landscape Services - Median Enhancement (Irrigation upgrade & plant material) (512134E)	\$ 7,031.60	\$ -	\$ 5,000.00
Tree Trimming Services (Group 1 & 2 & El Cajon Blvd. Median) (512197A)	\$ 9,780.00	\$ 10,000.00	\$ 10,000.00
Misc. Electrical Repair (North Park sign, Boulevard sign)/Solar Street Lights throughout MAD - YESCO (512059C, 512059D)	\$ 3,019.24	\$ 10,000.00	\$ 15,000.00
Power Washing along 30th St and University Ave - San Diego Power Cleaning (512059E)	\$ 71,426.49	\$ -	\$ 50,000.00
Decorative Tile Maintenance at 30th and University - Natures Element & Aztec (512059F)	\$ 4,026.00	\$ 5,000.00	\$ 5,000.00
Wash Decorative Utility Boxes on El Cajon Blvd. - CAM Services (512059G)	\$ 1,597.00	\$ 2,500.00	\$ -
Recycle Container Service Program (512059K)	\$ -	\$ -	\$ -
Engineering Services - Earmark for future rebalot (512034)	\$ -	\$ -	\$ 20,000.00 <sup>(1)</sup>
City Services - Charges from other City Departments (Arborist Opinions, Illegal Dumps, etc.) (512114)	\$ -	\$ 500.00	\$ 500.00
Special Districts Administration (516024A)	\$ 32,603.00	\$ 38,763.00	\$ 38,763.00
Full-Time Equivalent/Grounds Maintenance Manager (Contract Administrator - .50 FTE) (516024C)	\$ 45,090.00	\$ 57,883.00	\$ 56,830.00
Vehicle Usage and Assignment (516024B)	\$ 3,073.00	\$ 3,887.00	\$ 4,081.00
UTILITIES: Water / Storm Drain / Electrical (514100 - 514105)	\$ 44,256.70	\$ 49,513.00	\$ 54,157.00
<b>Total District Costs</b>	<b>\$ 410,720.31</b>	<b>\$ 398,306.00</b>	<b>\$ 496,028.00</b>
<b>Capital Improvements Program</b>			
Switzer Canyon - Total Allocation to Date: \$70,000 (516027A) WBS S10054	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Colored Concrete Sidewalks at 30th & University - Total Allocation to Date: \$200,000; CIP# S-10040, WBS S10040 (516014)	\$ -	\$ -	\$ 10,000.00
<b>Total Capital Improvements Program</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>	<b>\$ 15,000.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 415,720.31</b>	<b>\$ 403,306.00</b>	<b>\$ 511,028.00</b>
<b>District Revenues</b>			
Special Assessments (411XXX - 412XXX)	\$ 399,932.64	\$ 409,803.00	\$ 417,749.00
<b>City Contributions<sup>(3)</sup></b>			
Gas Tax Fund (424070)	\$ 15,116.00	\$ 15,822.00	\$ 15,822.00
General Benefit Offset (7.2%) (424072)	\$ -	\$ 33,170.83	\$ 30,305.61
<b>Other</b>			
Tree Damage Recovery (78814)	\$ 1,647.48	\$ -	\$ -
Other Damages Recovered (423128)	\$ 17.50	\$ -	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 416,713.62</b>	<b>\$ 458,795.83</b>	<b>\$ 463,876.61</b>
<b>District Reserves (Operating)</b>			
Beginning Fund Balance	\$ 245,248.60	\$ 246,800.57	\$ 302,290.40
Change in Fund Balance	\$ 1,551.97	\$ 55,489.83	\$ (47,151.39)
<b>Year End Operating Reserves</b>	<b>\$ 246,800.57</b>	<b>\$ 302,290.40</b>	<b>\$ 255,139.01</b>
<b>Target Reserves</b>			
Minimum Reserve: 10% of Operating Budget	\$ 41,572.00	\$ 40,331.00	\$ 51,103.00
Maximum Reserve: Six Months Operating Budget	\$ 207,860.00	\$ 201,653.00	\$ 255,514.00
		difference	\$ (374.99)
	FY 2014	FY 2015	FY 2016
<b>Change</b>			
Assessment Rate	1.55% CPI Increase \$22.44	1.71% CPI Increase \$22.82	2.00% CPI Increase \$23.28
Equivalent Benefit Units	17,854.34	17,855.94	17,854.34
<b>Change</b>			
Maximum Authorized Assessment	1.55% CPI Increase \$22.44	1.71% CPI Increase \$22.82	2.00% CPI Increase \$23.28
<sup>(1)</sup> Rebalot Engineering Services: In FY15 \$10,000 allocated + FY16 \$10,000 = \$20,000.			
<sup>(2)</sup> In Fiscal Year 2014, the Grounds Maintenance Manager's Full Time Equivalent was .42.			
<sup>(3)</sup> City contributions in Fiscal Year 2016 are subject to change pending approval of new rate per square foot/acreage.			
	FY 2014	FY 2015	FY 2016
<b>Capital Improvement Project Allocations</b>			
CIP S-10054 North Park Switzer Canyon/30th Street Bridge Enhancement Program	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00