



**THE CITY OF SAN DIEGO  
PARK AND RECREATION DEPARTMENT  
OPEN SPACE DIVISION  
CARMEL VALLEY NEIGHBORHOOD 10 MAINTENANCE ASSESSMENT DISTRICT  
NOVEMBER 2016 STAFF REPORT**

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**Ornamental Landscaping**

- Please let George know if you have suggestions on ways to improve maintenance activities within the district.
- Horizon/Treebeard controller conversion. *(no update)*

**Landscape Contract and Budget**

- Treebeard continues to provide services within budget.

**FY18 Proposed Budget**

- Meeting on Tuesday, November 1<sup>st</sup>, will be to review the draft Fiscal Year 2018 budget. This covers July 1, 2017 – June 30, 2018.

Respectfully submitted,

George Flores  
Grounds Maintenance Manager  
(619) 685-1335  
[gflores@saniego.gov](mailto:gflores@saniego.gov)

Attachment: FY18 Proposed Budget

cc: Paul Sirois, Assistant Deputy Director, Park and Recreation Department  
Erika Ferreira, District Manager, Park and Recreation Department

**Open Space Division - Maintenance Assessment Districts  
Budget Worksheet  
Carmel Valley Neighborhood #10 - SAP Fund 200062**

**DRAFT 10/20/16**

Community Meeting: 11/01/16 @5:00 p.m.

**READY FOR DISTRIBUTION**

SAP Account	Program Element/Description	FY 2016 Final Adopted	FY 2016 Unaudited Actuals	FY 2017 Final Adopted	FY 2017 Estimate	FY 2018 Proposed
<b>EXPENSES</b>						
	<b>Budgeted Positions</b>	0.20	0.20	0.20	0.20	0.20
Supplies						
511062	Other Safety Supplies	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00
	<b>Total Supplies</b>	<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>
512114	City Services Billed - DRP	\$250.00	\$0.00	\$250.00	\$250.00	\$250.00
512059A	Misc Prof/Tech Svcs - Open Space Trail Maintenance	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00
512059B	Misc Prof/Tech Svcs - Vector Control	\$0.00	\$0.00	\$0.00	\$9,000.00	\$5,000.00
512059C	Misc Prof/Tech Svcs - Non Native Plant Removal	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00
512134A	Landscaping Services - (Treebeard PA 4600001021, Exp 12/30/2016 incl Extra Labor)	\$137,455.12	\$112,246.95	\$139,999.00	\$139,999.00	\$186,998.95
512134B	Landscaping Services - Plant Enhancements	\$40,000.00	\$5,873.51	\$20,000.00	\$20,000.00	\$0.00
512134C	Landscaping Services - Open Space Trail Maintenance (moved to GL 512059)	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00
512134D	Landscaping Services - Vector Control (moved to GL 512059)	\$9,000.00	\$5,418.00	\$9,000.00	\$0.00	\$0.00
512134E	Landscaping Services - Non Native Plant Removal (moved to GL 512059)	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00
512197	Tree Trimming Services	\$15,000.00	\$11,968.55	\$15,000.00	\$15,000.00	\$20,000.00
	<b>Total Services</b>	<b>\$216,705.12</b>	<b>\$135,507.01</b>	<b>\$199,249.00</b>	<b>\$199,249.00</b>	<b>\$227,248.95</b>
Utilities						
514100	Electric Services	\$1,542.00	\$707.69	\$816.00	\$816.00	\$816.00
514104	Water Serv-Incl Hydr Rent	\$63,269.00	\$57,065.76	\$60,311.00	\$60,311.00	\$60,311.00
514105	Sewer Service Charge (Storm drain)	\$700.00	\$650.94	\$800.00	\$800.00	\$800.00
	<b>Total Utilities</b>	<b>\$65,511.00</b>	<b>\$58,424.39</b>	<b>\$61,927.00</b>	<b>\$61,927.00</b>	<b>\$61,927.00</b>
Other						
516001	Discount Loss	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
516024A	Special Districts Administration (Mgmt Fund Fee)	\$25,119.00	\$25,119.00	\$25,621.00	\$25,621.00	\$25,621.00
516024B	Vehicle Usage & Assignment	\$1,710.50	\$1,632.00	\$1,796.00	\$1,796.00	\$1,885.80
516024C	Special Districts Administration - GMM Labor & Fringe	\$22,731.91	\$22,732.00	\$23,187.00	\$23,187.00	\$23,187.00
	<b>Total Other</b>	<b>\$49,561.41</b>	<b>\$49,483.00</b>	<b>\$50,604.00</b>	<b>\$50,604.00</b>	<b>\$50,693.80</b>
512132	Unallocated Reserve	\$0.00	\$0.00	\$7,896.00	\$7,896.00	\$0.00
	<b>Total Unallocated Reserve</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,896.00</b>	<b>\$7,896.00</b>	<b>\$0.00</b>
	<b>Total Costs / Appropriations:</b>	<b>\$334,777.53</b>	<b>\$243,414.40</b>	<b>\$322,676.00</b>	<b>\$322,676.00</b>	<b>\$342,869.75</b>
512133	Fund Balance - Contingency Reserve	\$86,468.43	\$0.00	\$74,555.00	\$0.00	\$77,732.00
	<b>GRAND TOTAL</b>	<b>\$421,246.00</b>	<b>\$243,414.40</b>	<b>\$397,231.00</b>	<b>\$322,676.00</b>	<b>\$420,602.00</b>

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Budget Worksheet  
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**DRAFT 10/20/16**  
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**READY FOR DISTRIBUTION**

SAP Account	Program Element/Description	FY 2016 Final Adopted	FY 2016 Unaudited Actuals	FY 2017 Final Adopted	FY 2017 Estimate	FY 2018 Proposed
<b>REVENUE</b>						
<b>Income:</b>						
411005	Assessments - Taxable Entities	\$226,119.40	\$218,263.99	\$226,119.40	\$216,492.00	\$216,492.00
411007	Sec PY - July Onl	\$0.00	\$737.25	\$0.00	\$0.00	\$0.00
411008	Unsec PY - July On	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
411009	Delinquent Secured Property Taxes	\$0.00	\$363.70	\$0.00	\$0.00	\$0.00
411011	Delinquent Secured Prop Taxes - Penalty & Int	\$0.00	\$41.75	\$0.00	\$0.00	\$0.00
411028	Property Taxes - Interest Alloc.	\$0.00	\$74.95	\$0.00	\$0.00	\$0.00
412001	Assessments - Non-Taxable Entities	\$0.00	\$6,222.44	\$0.00	\$0.00	\$0.00
	Unrealized Gain (Interest)					
422031	Misc Revenue (Special Delinquency Fund)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
422170	Reimbursable Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
422170A	Reimbursable Services - (200118 - Gas Tax Fund)	\$0.00	\$23,869.00	\$0.00	\$24,383.00	\$24,383.00
424070	Trans Fr 302191-Gas Tax Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
424070	Trans Fr 10505-Environmental Growth Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
424088A	Transfers Between Funds/Depts (General Benefit Offset, 2.0%)	\$5,302.89	\$5,302.88	\$6,358.00	\$6,358.00	\$6,358.00
424088B	Transfers from Other (200118 - Gas Tax Fund)	\$23,189.00	\$0.00	\$24,383.00	\$0.00	\$0.00
424088C	Transfers from Other (200111 - Environmental Growth Fund)	\$15,002.00	\$0.00	\$14,208.00	\$0.00	\$0.00
	<b>Total Revenue:</b>	<b>\$269,813.00</b>	<b>\$272,059.14</b>	<b>\$271,568.00</b>	<b>\$261,941.00</b>	<b>\$261,941.00</b>

**FUND BALANCE CALCULATION**

Beginning Fund Balance	\$190,120.55	\$190,120.55	\$219,396.00	\$219,396.00	\$158,661.00
+ Prior Year Encumbrances (Fund Balance)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
+/- Unrealized Loss/Gain & Comptroller Adjustments	\$0.00	\$631.67	\$0.00	\$0.00	\$0.00
+ Total Revenue	\$269,813.00	\$272,059.14	\$271,568.00	\$261,941.00	\$261,941.00
- Total Expenditures	\$334,777.53	\$243,414.40	\$322,676.00	\$322,676.00	\$342,869.75
= Closing Fund Balance	<b>\$125,156.02</b>	<b>\$219,396.96</b>	<b>\$168,288.00</b>	<b>\$158,661.00</b>	<b>\$77,732.25</b>
<b>Change in Fund Balance (Decrease)</b>	<b>(\$64,964.53)</b>	<b>\$29,276.41</b>	<b>(\$51,108.00)</b>	<b>(\$60,735.00)</b>	<b>(\$80,928.75)</b>

**TARGET FUND BALANCE**

10% of Operating Expenditures (Min)	\$33,477.75	\$24,341.44	\$32,267.60	\$32,267.60	\$34,286.98
Six Months of Operating Expenditures (Max)	\$167,388.76	\$121,707.20	\$161,338.00	\$161,338.00	\$171,434.88
					(\$93,702.63)

**ANNUAL ASSESSMENT RATE AND EBU CALCULATION**

Assessment Rate per EBU	\$130.00	\$130.00	\$130.00	\$130.00	\$130.00
EBUs	1,739.38	1,739.38	1,665.32	1,665.32	1,665.32
Total Assessment Revenue	<b>\$226,119.40</b>	<b>\$226,119.40</b>	<b>\$216,491.60</b>	<b>\$216,491.60</b>	<b>\$216,491.60</b>
<b>NO CHANGE</b>					

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**MAXIMUM AUTHORIZED ASSESSMENT RATE**

Assessment Rate per EBU	\$	224.52	224.52	\$	230.20	\$	234.80
EBUs		1,739.38	1,739.38		1,665.32		1,665.32
Total Assessment Revenue		\$390,521.26	\$390,521.26		\$383,356.66		\$391,023.80

**INFLATION FACTOR**

Consumer Price Index-All Urban Consumers (CPI-U - RATE) Actual Rate		1.28%	1.28%		2.45%		pending
Consumer Price Index AER Authorized?: YES							
Consumer Price Index - Additional Percentage Allowed per AER: NO additional							
"Estimated" CPI Applied to "Proposed Budget"		2.00%	2.00%		2.00%		Estimated CPI 2%

(1) Increase due to contract re-bid.