



**THE CITY OF SAN DIEGO  
PARK AND RECREATION DEPARTMENT  
OPEN SPACE DIVISION  
MIRAMAR RANCH NORTH MAINTENANCE ASSESSMENT DISTRICT  
NOVEMBER 2013 STAFF REPORT**

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### **Ornamental Landscaping**

- Blue Skies continues to plant Myoporum (ground cover) in bare areas with clippings from other areas of the district with great success and at no extra cost to the MAD.
- Please contact Grounds Maintenance Manager Jaime Diez if you have suggestions on ways to improve maintenance activities within the district.

### **Tree Trimming**

- A new tree contract for Park and Recreation managed MADs was placed out to bid in September. The bid period closes in October and it's anticipated that the contract will be awarded and implemented in January or February 2014. Staff has set aside tree trimming funds with Atlas Tree Service in case of any emergency work that may need to occur between now and award of the new tree contract.

### **Mini-Parks**

- Oak Glen Nature Park had a large Eucalyptus tree fall across Spring Canyon Road blocking three lanes of traffic; fortunately no one was injured and SDPD directed traffic while Blue Skies cleared the tree from the street. Atlas tree service cut and removed the large tree the next day as well as another large Eucalyptus tree that had died on Scripps Poway Parkway due to the Borer Beetle.

### **Fiscal Year 2014 Budget**

- Staff will be presenting the proposed Fiscal Year 2015 Miramar Ranch North MAD budget at the December Miramar Ranch North Planning Committee Meeting. A copy of the Fiscal Year 2014 budget is attached for reference.

### **Landscape Contract**

- Blue Skies continues to provide services within budget.

## Attachments

- Fiscal Year 2014 Budget

Respectfully submitted,

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Grounds Maintenance Manager  
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cc: Casey Smith, District Manager, Open Space Division

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  
FOR DISTRIBUTION  
11-29-2012**

Miramar Ranch North Maintenance Assessment District  
Fund 200047

	FY 2012 Unaudited Actuals	FY 2013 Estimate	FY 2014 Proposed
<b>Full-Time Equivalent/Grounds Maintenance Manager (Contract Administrator)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b><u>District Personnel Costs</u></b>			
Total GMM Labor and Fringe	\$ 103,534.00	\$ 103,534.00	\$ 103,534.00
<b><u>District Expenditures</u></b>			
Supplies	\$ 272.93	\$ 1,000.00	\$ 1,000.00
Contract Services			
Landscape Contract - Monthly/Routine Service (Blue Skies-Contract Expires 10/31/15)	\$ 702,987.25	\$ 750,298.48	\$ 772,807.43
Tree Trimming	\$ 105,032.66	\$ 80,000.00	\$ 90,000.00
Misc Prof/Tech Svc - Concrete Work (512059D)	\$ -	\$ 5,000.00	\$ 5,000.00
Misc Prof/Tech Svc - Fence Repair - South Bay Fence Co. (512059A)	\$ -	\$ 2,000.00	\$ 2,000.00
Misc Prof/Tech Svc - Security Svcs (Securitas - Locking gates at Miramar Overlook Park) (512059C)	\$ 2,824.38	\$ 3,300.00	\$ 3,300.00
Misc Prof/Tech Svc - Playground Equipment - Repair, Replace (512059B)	\$ -	\$ 5,000.00	\$ 5,000.00
Comfort Station & Water Fountain Repair (512114E)	\$ -	\$ 3,000.00	\$ 3,000.00
Gazebo Painting & Maintenance (512114B)	\$ 12,744.24	\$ 5,500.00	\$ 3,000.00
Developed Regional Parks (512114A)	\$ -	\$ 500.00	\$ 500.00
ESD Removal of Illegal Encampments (512114D)	\$ 111.05	\$ 500.00	\$ 500.00
Special Districts Administration (516024A)	\$ 98,000.00	\$ 98,000.00	\$ 98,000.00
Vehicle Usage and Assignment (516024B)	\$ 10,473.87	\$ 7,407.00	\$ 7,407.00
Utilities - Water, Storm Drain, Electrical	\$ 285,652.40	\$ 288,117.00	\$ 288,951.00
<b>Subtotal Supplies and Services</b>	<b>\$ 1,218,098.78</b>	<b>\$ 1,249,622.48</b>	<b>\$ 1,280,465.43</b>
<b>TOTAL EXPENSE</b>	<b>\$ 1,321,632.78</b>	<b>\$ 1,353,156.48</b>	<b>\$ 1,383,999.43</b>
<b><u>District Revenues</u></b>			
Special Assessments	\$ 1,191,021.30	\$ 1,028,768.67	\$ 1,028,768.67
Interest Earnings	\$ 8,540.28	\$ 5,800.00	\$ 4,100.00
City Contributions <sup>(1)</sup>			
Gas Tax Fund	\$ 29,833.00	\$ 29,833.00	\$ 29,833.00
General Fund Transfer - Fire Station #37	\$ 2,956.00	\$ 3,054.00	\$ 3,146.00
Environmental Growth Fund	\$ 47,811.00	\$ 42,253.00	\$ 42,253.00
Miscellaneous Revenue (Other Damages Recovered)	\$ 28,580.07	\$ 5,000.00	\$ 6,000.00
Tree Damage Recovery (Tree Damage on Scripps Ranch Blvd)	\$ 50,000.00	\$ -	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 1,358,741.65</b>	<b>\$ 1,114,708.67</b>	<b>\$ 1,114,100.67</b>
<b><u>District Reserves</u></b>			
Beginning Fund Balance	\$ 925,283.15	\$ 962,392.02	\$ 723,945.02
Change in Fund Balance	\$ 37,108.87	\$ (238,447.00)	\$ (269,898.00)
<b>Year End Operating Reserves</b>	<b>\$ 962,392.02</b>	<b>\$ 723,945.02</b>	<b>\$ 454,047.02</b>
<b><u>Target Reserves</u></b>			
Minimum Reserve: 10% of Operating Budget	\$ 132,163.00	\$ 135,316.00	<b>\$ 138,400.00</b>
Maximum Reserve: Six Months Operating Budget	\$ 660,816.00	\$ 676,578.00	<b>\$ 692,000.00</b>

**Assessment Rate (per EBU)**

Zone 1	\$60.14	\$52.92	\$52.92
Zone 2	\$261.28	\$229.92	\$229.92

**Equivalent Benefit Units (EBU)**

Zone 1	2,311.12	2,311.12	2,311.12
Zone 2	3,942.52	3,942.52	3,942.52

**Maximum Assessment Rate (per EBU)**

<b>Zone 1</b>			<b>\$81.42</b>
<b>Zone 2</b>			<b>\$353.89</b>

<sup>(1)</sup> City contributions each Fiscal Year are subject to change pending approval of new rate per square foot/acreage.