

The City of SANGO

Hillcrest Commercial Core Maintenance Assessment District

ANNUAL REPORT FOR FISCAL YEAR 2018

JUNE 2017

Under the Provisions of the
San Diego Maintenance Assessment District Procedural Ordinance of the San Diego Municipal Code

# CITY OF SAN DIEGO 

MAYOR
Kevin Faulconer

## City Council Members

Barbara Bry
District 1
Lorie Zapf
District 2
Chris Ward
District 3
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District 5 (Council President Pro Tem)
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District 6
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District 7
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District 8
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District 9

## CITY ATTORNEY

Mara W. Elliott

## Chief Operating Officer

Scott Chadwick
City Clerk
Elizabeth Maland

## Independent Budget Analyst

Andrea Tevlin

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## EXHIBITS:

EXHIBIT A- DISTRICT BOUNDARY
EXHIBIT B- ESTIMATE OF COSTS
EXHIBIT C- ASSESSMENT ROLL

Pursuant to $\S 65.0220$ of the "San Diego Maintenance Assessment District Procedural Ordinance" (being Division 2, Article 5, Chapter 6 of the San Diego Municipal Code), and in accordance with Resolution No. $\qquad$ , adopted by the CITY COUNCIL OF THE CITY OF SAN DIEGO, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, in connection with the annual proceedings for HILLCREST COMMERCIAL CORE MAINTENANCE ASSESSMENT DISTRICT, Koppel \& Gruber Public Finance, as District Administrator to the City of San Diego, submits herewith this annual report for the District.

DATE OF FINAL PASSAGE OF THE CITY OF SAN DIEGO, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ON THE
$\qquad$ DAY OF , 2017.

Elizabeth Maland, City Clerk
City of San Diego
State of California

Project: Hillcrest Commercial Core Maintenance Assessment District ("District")
Apportionment Method: Linear Front Foot ("LFF")
Building/Lot Square Footage ("BSF")

TAble 1 - Summary Information - Zone A (Parcels with Street Trees)

|  | FY 2017 | FY 2018 (1) | Maximum <br> Authorized |
| :--- | ---: | ---: | ---: |
| Total Parcels Assessed: | 8 | 8 |  |
| Total Estimated Assessment: | $\$ 19,999.50$ | $\$ 20,390.69$ | $\$ 25,093.88$ |
| Total Number of Units: |  |  |  |
| LFF | $1,191.00$ | $1,191.00$ | $1,191.00$ |
| BSF | $117,597.00$ | $117,597.00$ | $117,597.00$ |
| Unit Assessment Rate | $\$ 7.187448$ | $\$ 7.328033$ | $\$ 9.018273$ |
| \$/LFF | $\$ 0.097275$ | $\$ 0.099178$ | $\$ 0.122053$ |
| \$/BSF |  |  |  |
| Estimated Assessment Revenue | $\$ 8,560.25$ | $\$ 8,727.69$ | $\$ 10,740.76$ |
| $\$ /$ LFF | $\$ 11,439.25$ | $\$ 11,663.00$ | $\$ 14,353.11$ |
| $\$ / B S F$ |  |  |  |

1. FY 2018 is the City's Fiscal Year 2018, which begins July 1, 2017 and ends June 30, 2018. Total Parcels Assessed, Total Estimated Assessment, and Total Estimated Factors may vary from prior year due to parcel changes.

TABLE 2 - Summary Information Zone B
(Parcels without Street Trees)

|  | FY 2017 | FY 2018 (1) | Maximum <br> Authorized |
| :--- | ---: | ---: | ---: |
| Total Parcels Assessed: | 69 | 69 |  |
| Total Estimated Assessment: | $\$ 70,183.43$ | $\$ 71,556.21$ | $\$ 88,060.92$ |
| Total Number of Units: | $5,729.00$ | $5,729.00$ | $5,729.00$ |
| LFF | $380,034.00$ | $380,034.00$ | $380,034.00$ |
| BSF | $\$ 6.356214$ | $\$ 10,740.76$ | $\$ 7.975302$ |
| Unit Assessment Rate | $\$ 0.088857$ | $\$ 14,353.11$ | $\$ 0.111491$ |
| \$/LFF | $\$ 354$ |  |  |
| \$/BSF | $\$ 36,414.75$ | $\$ 37,127.02$ | $\$ 45,690.51$ |
| Estimated Assessment Revenue | $\$ 33,768.68$ | $\$ 34,429.19$ | $\$ 42,370.42$ |
| \$/LFF |  |  |  |

1. FY 2018 is the City’s Fiscal Year 2018, which begins July 1, 2017 and ends June 30, 2018. Total Parcels Assessed, Total Estimated Assessment, and Total Estimated Factors may vary from prior year due to parcel changes.

Annual Cost Indexing: The assessments are authorized to increase by the annual change in the San Diego Area Consumer Price Index (the SDCPI-U) not to exceed 5\% of the previous year's rate. However, if SDCPI-U is higher than $5 \%$, the excess can be cumulatively reserved and can be added to the SDCPI-U in years in which the SDCPI-U is less than $5 \%$.

## SECTION II. BACKGROUND

## A. Introduction

The Hillcrest Commercial Core Maintenance Assessment District was established during FY 2006. The District was formed in compliance with the provision of Proposition 218. An assessment ballot proceeding was conducted and a weighted majority of property owners, based on assessment amount, were in support of the assessments and services and improvements the assessments fund.

On July 22, 2016, the City of San Diego passed R-310617 authorizing the annual budget and assessments for Fiscal Year 2017, and the continued levy of the assessments for the life of the District.

The District is authorized and administered under the provisions of the "San Diego Maintenance Assessment District Procedural Ordinance" (being Division 2, Article 5, Chapter 6 of the San Diego Municipal Code). This annual report has been prepared pursuant to the requirements of $\S 65.0220$ of the "San Diego Maintenance Assessment District Procedural Ordinance".

## SECTION III. Plans and Specification

## A. General Description of the District

The territory within the District consists of all lots, parcels and subdivisions of land as shown on the Boundary Diagram titled "Assessment Diagram of the City of San Diego Hillcrest Commercial Core Maintenance Assessment District" contained within this Annual Report in Exhibit A.

The District is generally located along University Avenue from $1^{\text {st }}$ Avenue to $6^{\text {th }}$ Avenue and encompasses Washington to Pennsylvania Streets, and $4^{\text {th }}$ Avenue to $6^{\text {th }}$ Avenue. The nonprofit Hillcrest Business Improvement Association Inc. manages the District. Two Zones were created based on the level of special benefit received by the properties. Zone A includes the trimming of street trees and Zone B does not include street trees; the Boundary Diagram outlines the location of the Zones.

## B. Description of Improvements to be Maintained and Services

The District, through the levy of special assessments, provides funding for ongoing maintenance, operation and servicing of landscaping, lighting, and other improvements or appurtenant facilities located within the public rights-of-ways and dedicated easements located within the District. Maintenance services will be provided by City personnel and/or private contractors. The improvements maintained and services provided by the District are generally described as follows:

- Increased security services;
- Debris and litter removal;
- Enhanced litter containers;
- Leaf sweeping and debris removal;
- Steam cleaning of sidewalks;
- Increased trash pick-up;
- Tree trimming;
- Operation of enhanced street lighting;
- Special Projects - Acquisition of litter containers;
- Administration/Corporate Operations/Outreach including;
- District management
- Overseeing of contract
- Relations with City and Council office
- Relations with property owners
- Relations with the former Redevelopment Agency, and Community Planning Groups
- Insurance
- Legal and accounting management
- Office related expenses

Table 3 - Service Frequency by Benefit Zone

| Service | Zone A Frequency | Zone B Frequency |
| :--- | :---: | :---: |
| Janitorial services | 5 days per week | 5 days per week |
| Tree trimming (18 Ficus trees) | Annual | N/A |
| Security services | $5-7$ days per week | $5-7$ days per week |
| Sidewalk Steam cleaning | 3 times per year | 3 times per year |
| Special projects: Acquisition of litter <br> containers | As determined, costs <br> expended equally <br> between each Zone | As determined, costs <br> expended equally <br> between each Zone |
| Administration/Corporate Operations | Monday - Friday | Monday - Friday |

Plans and specifications for these improvements to be maintained by the District are on file with the City Engineer's office and by reference are made part of this Annual Report. The specifications for the maintenance to be performed are contained in a City contract with the Hillcrest Business Improvement Association which is incorporated herein by reference. These documents are on file with the City Clerk and the City Planning and Community Investment Department and are available for public inspection during normal business hours.

## SECTION IV. Estimate of Costs

Estimated Fiscal Year 2018 annual expenses, revenues, reserves and assessments are included in Exhibit B.

## SECTION V. Method of Apportionment

## A. Special Benefit Analysis

As determined in the formation Engineer's Report, each of the proposed improvements and the associated costs and assessments within the District were reviewed, identified and allocated based on special benefit pursuant to the provisions of applicable law.

Proper maintenance and operation of landscaping, street trees, streetlights, sidewalks, gutters and litter removal provides special benefit to properties within the District by providing community character, security, safety and vitality. In addition, the Improvements will enhance the ability of property owners to attract and maintain customers as well as increase the viability of commercial development. These special benefits are benefits that are above and beyond the City's standard level of service, and exclusive of those "general benefits" provided to the public at large or properties located outside the District. Under applicable law, only "special benefits" are assessable. As such, separation and quantification of the "special benefits" associated with the improvements/services are illustrated in the following equations:

| Special Benefits = Total Benefits - General Benefits |
| :---: |
| General Benefits $=$ City Standard + External Benefits |
| Special Benefits $=$ Total Benefits - [City Standard + External Benefits] |

In these equations, "Total Benefits" refers to the cost of providing the total benefits of the improvements/services; "City Standard" represents the cost of providing the City's standard level of service; and "External Benefits" refers to the cost of those additional benefits accruing to the public at large or properties located outside the District. In order to isolate the "Special Benefits," it is necessary to quantify the amount of "General Benefits" associated with the improvements/services.

## City Standard

The District will continue to receive the standard level of service provided to the public at large under City funded and administered programs. These cost and service allocations, reviewed and adjusted annually by the City, are representative of the City's standard level of service for maintenance and servicing of public facilities and improvements (e.g., medians, open space, street lights, street trees, sidewalks, parks, etc.), including street sweeping and graffiti removal on public property. With or without the proposed assessment District, the area will continue to receive the City's standard level of services, a "general benefit" that is not funded by assessments.

## External Benefits

Applicable law prohibits levying assessments to pay for "general benefits" conferred to the public at large or properties located outside the District. Public safety benefits of the improvements may accrue to persons traveling through the improvements (incidental
beneficiaries). Based on a review of the spatial limits of the District and the proposed improvements/services, it has been determined that the maintenance and servicing of the improvements does not confer benefit to properties outside District.

To quantify the benefit to persons traveling through the District, a traffic study was completed to isolate the estimated "pass-through" traffic along each segment. Pass-through traffic is traffic that has neither an origin nor destination within the defined area, which provides a reasonable means of quantifying benefits not accrued to property within the District.

Additionally, improvements have been reviewed to determine the potential amount of benefit to Pass-through traffic. Since much of the District budget is for improvements that are a direct benefit to property within the District such as sidewalk spraying, gutter clean up and utility costs, the potential benefit to Pass-through traffic was considered low and was factored into the traffic counts.

It is estimated that as much as $6.93 \%$ of the total benefit may accrue to the public at large as incidental beneficiaries passing through the District. The estimated costs associated with these "general benefits" have been quantified and will not be funded by the assessments.

## Special Benefit

Parcels within the District receive a special benefit resulting from the maintenance and services and improvement provided with the assessments. Specifically the special benefits are summarized as follows:

- Improved cleanliness and maintenance of sidewalks used to access property in the District.
- Enhanced cleanliness and desirability of the area, including removal of litter and debris from sidewalks and other public facilities for the direct advantage of property in the District.
- Protection and improvement of views, scenery and other permanent public facility resources for property in the District and preservation of public assets maintained by the District.
- Enhanced safety of property in the District and reduced liability risk.
- Improved illumination of property in the District.
- Improved access to property in the District due to cleaner and safer sidewalks and improved lighting.
- Improved nighttime visibility for the local access of emergency vehicles.
- Improved safety and traffic circulation to and from parcels.
- Increased deterrence of crime and aid to police and emergency vehicles.


## B. Assessment Methodology

To establish the special benefit to the individual lots and parcels within the District a formula that spreads the costs of the maintenance based on the special benefit must be established.

At the time of formation, the Improvements were reviewed and a formula was established to apportion the maintenance costs based on special benefit.

The method of assessment established at the time of the District's formation is based on a combination of two factors; Linear Front Footage ("LFF"), and the Building Square Footage/parcel area ("BSF"). BSF and LFF are directly correlated with the population density and current or potential use of the property. These factors are both good determinates of relative benefit to property, and since the population density in the Hillcrest area (and height of buildings) is average for an urbanized area a $50 / 50$ split of the assessments was deemed to be reasonable.

The total assessment for each parcel is the sum of the assessment calculated by the application of each factor.

## Linear Front Footage Factor

The Linear Front Footage Factor is a measure of a parcel's proportionate share of the LFF of the total LFF length of the public right-of-way for which the District is providing enhanced and increased maintenance, beautification, and other property related services provided by the District. Fifty percent ( $50 \%$ ) of the total amount assessed is apportioned to each parcel with a zone based on LFF.

## Building/Lot Square Footage

The Building Square Footage is a measure of a parcel's proportionate contribution to the intensity of use of the public right-of-way. Fifty percent (50\%) of the total amount assessed is apportioned to each parcel with a zone based on BSF. Improved parcels are levied based on building square footage, while unimproved parcels are levied on $1 / 3$ rd of the parcel area.

## SAMPLE CALCULATIONS

As described above, assessments have been calculated for each parcel based the LFF of the property along the improvement/service corridor and the BSF of building square footage for improved property and $1 / 3^{\text {rd }}$ of parcel area of unimproved property.

$$
\begin{gathered}
\text { LFF }=\text { Linear Front Footage } \\
\text { BSF }=\text { Building Square Factor/Parcel Area }
\end{gathered}
$$

Shown below are calculations for various sample parcels.

- Improved Commercial Property with 50-foot frontage, 5,000 square feet of building on .10 acres
LFF $=50.00 \mathrm{LFF}$
$\mathrm{BSF}=5,000 \mathrm{BSF}$
- Unimproved Property with 75-foot frontage, on $\mathbf{. 1 0}$ acres

LFF $=75.00 \mathrm{LFF}$
$\mathrm{BSF}=4,356 \mathrm{sq} \mathrm{ft}$ of parcel area*. $33=1,452 \mathrm{BSF}$

The total assessment for each parcel in the District is based on the calculated LFF and BSF for the parcel and the applicable unit assessment rate, as shown in the following equation:

$$
\begin{gathered}
\text { Total Assessment }=\begin{array}{l}
\text { Total LFF } \times \text { LFF Assessment Rate }+ \text { Total BSF } \times \\
\text { BSF Assessment Rate }
\end{array}
\end{gathered}
$$

## C. Assessment Range Formula

The purpose of establishing an Assessment Range Formula is to provide for reasonable increases and inflationary adjustment to annual assessments without requiring the District to go through the requirements of Proposition 218 in order to get a small increase. This Assessment Range Formula was approved by the property owners at the time the District was formed. If the budget and assessments calculated requires an increase greater than the adjusted Maximum Assessment, then the assessment is considered an increased assessment and would be subject to Proposition 218 balloting.

The maximum authorized assessment established in the Fiscal Year 2006 proceedings are authorized to be indexed (increased or decreased) annually by the factor published in the SDCPI-U not to exceed $5 \%$ of the previous year's rate. In the event that the annual change in SDCPI-U exceeds $5 \%$, a percentage change in excess of $5 \%$ can be cumulatively reserved and can be added to the annual change in the SDCPI-U for years in which the SDCPI-U is less than $5 \%$. The annual change in second half SDCPI-U values, as compiled by the U.S. Bureau of Labor Statistics (see www.bls.gov), for the prior year period was from 271.526 to 276.837 (a $1.96 \%$ increase). In accordance with the approved cost-indexing provisions, the maximum authorized assessment rates contained within this Annual Report have been increased by $1.96 \%$.

The Maximum Assessment is adjusted annually and is calculated independent of the District's annual budget and proposed annual assessment. Any proposed annual assessment is not considered an increased assessment, even if the proposed assessment is greater than the assessment applied in the prior fiscal year.

## Exhibit A- District Boundary

The parcels within the Hillcrest Commercial Core Maintenance Assessment District consist of all lots, parcels depicted within the boundaries of the District. The District diagram reflecting the exterior boundaries of the District and the Zones of benefit is on file with the City Clerk.

## Hillcrest Commercial Core Maintenance Assessment District



Parcel Data From
San Diego County SanGis,
Publication Date 2014-06-02

## Exhibit B- Estimate of Costs

## REVENUE AND EXPENSE STATEMENT

Hillcrest Commercial Core Maintenance Assessment District Fund 200105

|  | FY 2016 BUDGET | FY 2017 BUDGET | $\begin{gathered} \text { FY } 2018 \\ \text { PROPOSED } \end{gathered}$ |
| :---: | :---: | :---: | :---: |
| BEGINNING FUND BALANCE |  |  |  |
| Surplus (or Deficit) from Prior Year | \$0 | \$0 | \$0 |
| TOTAL BEGINNING FUND BALANCE | \$0 | \$0 | \$0 |
| REVENUE |  |  |  |
| Assessment Revenue | \$90,183 | \$90,183 | \$91,947 |
| Other Contributions (Non Assessment Source) | \$7,565 | \$7,432 | \$8,662 |
| TOTAL REVENUE | \$97,748 | \$97,615 | \$100,609 |
| TOTAL BEGINNING FUND BALANCE \& REVENUE | \$97,748 | \$97,615 | \$100,609 |
| OPERATING EXPENSE |  |  |  |
| Landscaping Improvements and Activities | \$86,704 | \$85,230 | \$87,914 |
| City Administration | \$3,607 | \$3,500 | \$3,500 |
| Contingency Reserve | \$7,437 | \$8,885 | \$9,195 |
| TOTAL OPERATING EXPENSE | \$97,748 | \$97,615 | \$100,609 |
| TOTAL ENDING BALANCE | \$0 | \$0 | \$0 |

## Exhibit C- Assessment Roll

The assessment roll is a listing of the Fiscal Year 2018 Assessment apportioned to each lot or parcel, as shown on the San Diego County last equalized roll of the assessor and reflective of the Assessor's Parcel Map(s) associated with the equalized roll. A listing of parcels proposed to be assessed within this District is shown on the following table.
HILLCREST COMMERCIAL CORE MAINTENANCE ASSESSMENT DISTRICT
PRELIMINARY FY 2018 ASSESSMENT ROLL
HILLCREST COMMERCIAL CORE MAINTENANCE ASSESSMENT DISTRICT PRELIMINARY FY 2018 ASSESSMENT ROLL

| Assessor's Parcel <br> Number |
| :---: |
| $444-671-10-00$ |
| $444-671-11-00$ |
| $444-671-13-00$ |
| $444-671-14-00$ |
| $444-671-15-00$ |
| $444-671-16-00$ |
| $444-671-17-00$ |
| $444-671-18-00$ |
| $444-672-06-00$ |
| $444-672-07-00$ |
| $444-672-08-00$ |
| $444-672-09-00$ |
| $444-672-11-00$ |
| $452-055-01-00$ |
| $452-055-02-00$ |
| $452-055-31-00$ |
| $452-055-32-00$ |
| $452-055-50-00$ |

$$
\text { Page } 2 \text { of } 5 \quad \text { June 01, } 2017
$$

HILLCREST COMMERCIAL CORE MAINTENANCE ASSESSMENT DISTRICT
HILLCREST COMMERCIAL CORE MAINTENANCE ASSESSMENT DISTRICT
HILLCREST COMMERCIAL CORE MAINTENANCE ASSESSMENT DISTRICT
PRELIMINARY FY 2018 ASSESSMENT ROLL

| Assessor's Parcel Number | Zone | Property Owner | Square Footage | $\begin{aligned} & \text { Lot Front } \\ & \text { Footage } \\ & \hline \end{aligned}$ | $\begin{array}{r} \text { FY } 2018 \\ \text { Assessment* } \\ \hline \end{array}$ |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 452-103-03-00 | B | BUTTERFIELD TRAILS LP | 6,551 | 62 | \$ 995.28 |
| 452-103-04-00 | B | BUTTERFIELD TRAILS LTD PARTNERSHIP | 601 | 42 | \$ 326.62 |
| 452-103-05-00 | B | BUTTERFIELD TRAILS LP | 4,877 | 45 | \$ 733.46 |
| 452-103-06-00 | B | BUTTERFIELD TRAILS LP | 9,007 | 75 | \$ 1,302.02 |
| 452-103-07-00 | B | BUTTERFIELD TRAILS LP | 15,150 | 75 | \$ 1,858.54 |
| 452-103-08-00 | B | WRIEDT FAMILY TRUST A 11-10-86 | 5,303 | 50 | \$ 804.44 |
| 452-103-09-00 | B | BUTTERFIELD TRAILS LP | 7,757 | 50 | \$ 1,026.76 |
| 452-103-10-00 | B | BUTTERFIELD TRAILS LP | 4,744 | 125 | \$ 1,239.84 |
|  |  | Zone Subtotals: | 380,034 | 5,729 | \$ 71,555.88 |
|  |  | TOTALS: | 497,631 | 6,920 | \$ 91,946.56 |

