

MIRAMAR RANCH NORTH PLANNING COMMITTEE (MRNPC)

MEETING AGENDA

Tuesday, December 6, 2016 at 7:00 pm

SRCA Community Center, 11885 Cypress Canyon Road
San Diego, CA 92131

- 7:00 p.m. Call to Order**
1. Introductions
 2. Public Comment – ***2 Minutes per speaker***
 3. Modifications to the Agenda – *agenda approval*
- 7:10 p.m. Communications**
1. City Council – *Alex Vivona*
 2. Federal / State / County / Caltrans / City of SD Planning Dept.
 3. Scripps Miramar Ranch Planning Group (SRPG) - *Wally Wulfeck*
 4. Scripps Ranch Civic Association (SRCA) - *Bob Ilko*
- 7:20 p.m. Information / Action Items:**
1. Maintenance Assessment District 2017 Proposal – Erika Ferreira & Mike Rasmussen
(Action Item – 1 hour + 15 min.)
- 8:00 p.m. Consent Agenda:** Sep 6, 2016 Meeting minutes to approve
- 8:05 p.m. Committee Reports**
1. Chair Report – sent via email
 2. Community Planners Committee (CPC) – *Lorayne Burley*
 3. Maintenance Assessment District (MAD) – GMM report posted online
 4. Public Facilities Financing Plan (PFFP) – *Michelle Abella-Shon*
 5. YMCA, Open Space, Parks & Recreation
 6. Round Table
- 8:30 p.m. Adjournment**

The next MRNPC meeting is scheduled for Tuesday, January 3, 2017.

Times shown are approximate only. The order of items taken may be different.

If you have questions or comments concerning MRNPC, please voice them during “Public Comment” at the beginning of the meeting. You may also contact Chair, Michelle Abella-Shon at MRNPCchair@scrippsranch.org or MRNPC’s assigned Community Planner, Tony Kempton at KemptonT@sandiego.gov. The MRNPC maintains a webpage, with updated news and information, at www.scrippsranch.org/mrnpc.

“GET INVOLVED AND HAVE A SAY IN MIRAMAR RANCH NORTH”



**THE CITY OF SAN DIEGO
PARK AND RECREATION DEPARTMENT
OPEN SPACE DIVISION
MIRAMAR RANCH NORTH MAINTENANCE ASSESSMENT DISTRICT
DECEMBER 2016 STAFF REPORT**

Ornamental Landscaping

- Irrigation checks and repairs continue. Irrigation systems are operating at a minimum, depending on weather and type of plant material that is being watered.
- Ten flats of *Myporum parvifolium* groundcover was planted on the lower north slope, near the car wash on Scripps Poway Pkwy.
- 55-5gal Iceberg Roses, 35- 1gal Variegated Society Garlic and 8-flats of Blizzard Dark Red Geraniums were planted to fill in the empty spots on the end caps within the medians of Scripps Poway Pkwy.
- To prepare for potential rain, all brow ditches have been cleaned.
- Fertilizer has been placed down in all areas throughout the MAD.
- *Xylosma* removal on the north banks of Scripps Poway Pkwy has been completed.

Tree Trimming

- Blue Skies started trimming the seed pods from the *Cassia leptophylla* trees. The seed pods eventually become too heavy for the trees small branches. To prevent branch breakage, pruning the seed pods are recommended.

Mini-Parks

- Staff is working with Blueskies Landscape on cleaning the planter beds, removing dead plant material, adding mulch where needed, removing and transplanting plant material where it is appropriate, and redefining the landscape plan for the mini parks that resembles the original plant pallet.
- Oak Glen Native Garden- 20-5gal Lemon Cypress 'Goldcrest' and 54-1gal *Salvia greggii* 'Furmans' Red was planted along the right-of-way within Oak Glen Native Garden.
- Dry Creek- 1- 2'tall crested euphorbia was planted from a cutting (at the end of the dry creek)

Landscape Contract

- Blue Skies Landscape continues to provide services within budget.
- FY 18 Budget Meeting Review Date- December 6th @ 6:00 Scripps Ranch Community Ctr.

Respectfully submitted,

Michael Rasmusson
Grounds Maintenance Manager
Miramar Ranch North MAD
(619) 685-1338
MRasmusson@sandiego.gov

cc: Paul Sirois, Assistant Deputy Director, Open Space Division
Erika Ferreira, District Manager, Open Space Division

Open Space Division - Maintenance Assessment Districts

Budget Worksheet

Miramar Ranch North - SAP Fund 200047/Cost Center 1714151616

DRAFT #2 11/30/16

Community Mtg. Date: 12/06/16 @ 5:30pm

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
	Budgeted Position	1.00	1.00	1.00	1.00	1.00
EXPENSES						
Supplies						
511028	Garden Nur Stock	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
511034	Cleaning & Janitorial Sup	\$500.00	\$348.62	\$500.00	\$500.00	\$500.00
511069	Unclas Mat & Supp - Mulch (SLA w/ESD)	\$5,000.00	\$420.00	\$5,000.00	\$5,000.00	\$5,000.00
511087	Locks & Security Hardware	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00
	Total Supplies	\$7,200.00	\$768.62	\$7,200.00	\$7,200.00	\$7,200.00
Services						
512059A	Misc. Prof/Tech. Svc (Fence Repair)	\$2,500.00	\$2,499.63	\$5,000.00	\$5,000.00	\$5,000.00
512059B	Misc. Prof/Tech. Svc (Playground Equipment Repair/Replace)	\$500.00	\$0.00	\$500.00	\$500.00	\$500.00
512075	Security Services (Securitas - Service to lock gates at Overlook Park)	\$3,500.00	\$3,029.40	\$3,500.00	\$3,500.00	\$4,000.00
512114A	City Services Bill (Developed Regional Parks)	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
512114B	City Services Bill (painting and upkeep of gazebos)	\$500.00	\$0.00	\$500.00	\$500.00	\$500.00
512114C	City Services Bill (IO 21002464 ESD Services/Homeless Camp Abatement)	\$500.00	\$0.00	\$500.00	\$500.00	\$500.00
512114D	City Services Bill (Repairs for Comfort Station & Water Fountains)	\$500.00	\$0.00	\$500.00	\$500.00	\$500.00
512134A	Landscaping Services - (Blue Skies/PA 4600002433, Effective 10/01/2016 - incl Extra Labor)	\$810,836.12	\$658,874.40	\$659,052.00	\$659,052.00	\$669,594.00
512134B	Landscaping Services - Landscape Enhancements	\$10,000.00	\$0.00	\$20,000.00	\$20,000.00	\$20,000.00
512197	Tree Trimming	\$70,000.00	\$99,998.01	\$100,000.00	\$130,000.00	\$130,000.00
	Total Services	\$899,336.12	\$764,401.44	\$790,052.00	\$819,552.00	\$830,594.00
Utilities						
514100	Electric Services	\$8,651.00	\$2,810.67	\$3,513.00	\$3,513.00	\$3,689.00
514104	Water Serv-Incl Hydr Rent	\$320,495.00	\$172,518.50	\$272,783.00	\$272,783.00	\$246,422.00
514105	Sewer Service Charge (Storm drain)	\$8,000.00	\$3,672.56	\$6,100.00	\$6,100.00	\$6,405.00
	Total Utilities	\$337,146.00	\$179,001.73	\$282,396.00	\$282,396.00	\$256,516.00
Other						
516001	Discount Loss	\$0.00	\$9.10	\$0.00	\$0.00	\$0.00
516024A	Special Districts Administration	\$121,868.00	\$121,867.00	\$124,305.00	\$124,305.00	\$124,305.00
516024B	Vehicle Assignment and Usage	\$8,161.65	\$8,162.00	\$8,570.00	\$8,570.00	\$8,999.00
516024C	1.00 Grounds Maintenance Manager - Labor & Fringe	\$113,659.53	\$113,660.00	\$115,933.00	\$115,933.00	\$115,933.00
		\$243,689.18	\$243,698.10	\$248,808.00	\$248,808.00	\$249,237.00

Open Space Division - Maintenance Assessment Districts

Budget Worksheet

Miramar Ranch North - SAP Fund 200047/Cost Center 1714151616

DRAFT #2 11/30/16

Community Mtg. Date: 12/06/16 @ 5:30pm

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
512132	Unallocated Reserve (for ND utilities)	\$0.00	\$0.00	\$54,750.00	\$0.00	\$0.00
Total Costs / Appropriations:		\$1,487,371.30	\$1,187,869.89	\$1,383,206.00	\$1,357,956.00	\$1,343,547.00
512133	Fund Balance - Contingency Reserve	\$186,781.90	\$0.00	\$388,431.00	\$0.00	\$578,936.00
GRAND TOTAL		\$1,674,153.20	\$1,187,869.89	\$1,771,637.00	\$1,357,956.00	\$1,922,483.00
REVENUE		Income:				
411005	Real & Sec Pers - CY	\$1,028,769.00	\$989,941.00	\$1,028,769.00	\$1,028,769.00	\$1,028,769.00
411007	Sec Py - July Onl	\$0.00	\$2,434.69	\$0.00	\$0.00	\$0.00
411009	Delinquent Secured Property Taxes	\$0.00	\$7,247.82	\$0.00	\$0.00	\$0.00
411011	Delinquent Secured Prop Taxes - Penalty & Int	\$0.00	\$2,891.29	\$0.00	\$0.00	\$0.00
411028	Property Taxes - Interest Alloc.	\$0.00	\$341.19	\$0.00	\$0.00	\$0.00
412001	Special Assessments - Non-Taxable Entities	\$0.00	\$32,200.68	\$0.00	\$0.00	\$0.00
412005	Delinquency - P & I - LMDs	\$0.00	(\$2,891.29)	\$0.00	\$0.00	\$0.00
418001	Interest On Pool Invest	\$950.00	\$4,904.21	\$950.00	\$950.00	\$950.00
422170A	Reimbursable Services (200118 - Gas Tax Fund)	\$0.00	\$28,274.00	\$0.00	\$29,120.00	\$29,120.00
422170B	Reimbursable Services - General Fund (Fire Station #37)	\$0.00	\$3,273.00	\$0.00	\$3,338.00	\$3,338.00
422170C	Reimbursable Services - General Fund (Parks)	\$0.00	\$41,069.00	\$0.00	\$41,885.00	\$41,885.00
422170D	Reimbursable Services - (200111 - Environmental Growth Fund)	\$0.00	\$44,945.00	\$0.00	\$40,775.00	\$40,775.00
423128	Other Damages Recovered	\$0.00	\$3,085.52	\$0.00	\$0.00	\$0.00
424088B	Transfers Between Funds/Depts (General Benefit Offset, 11.6%)	\$160,013.28	\$160,013.31	\$130,375.00	\$130,375.00	\$130,375.00
424088C	Transfers from Other (200118 - Gas Tax Fund)	\$27,051.00	\$0.00	\$29,120.00	\$0.00	\$0.00
424088D	Trans Fr 100 - General Fund (Fire Station #37)	\$3,273.18	\$0.00	\$3,338.00	\$0.00	\$0.00
424088E	Trans Fr 100 - General Fund (Parks)	\$37,665.00	\$0.00	\$41,885.00	\$0.00	\$0.00
424088F	Transfers from Other (200111 - Environmental Growth Fund)	\$44,722.00	\$0.00	\$40,775.00	\$0.00	\$0.00
Total Revenue:		\$1,302,443.46	\$1,317,729.42	\$1,275,212.00	\$1,275,212.00	\$1,275,212.00

Open Space Division - Maintenance Assessment Districts

Budget Worksheet

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FUND BALANCE CALCULATION

	Beginning Fund Balance	\$597,834.78	\$597,834.78	\$730,014.62	\$730,014.62	\$647,270.62
+/-	Unrealized Loss/Gain / Comptroller Adjustments	\$0.00	\$2,320.31	\$0.00	\$0.00	\$0.00
+	Total Revenue	\$1,302,443.00	\$1,317,729.42	\$1,275,212.00	\$1,275,212.00	\$1,275,212.00
-	Total Expenditures	\$1,487,371.00	\$1,187,869.89	\$1,383,206.00	\$1,357,956.00	\$1,343,547.00
=	Closing Fund Balance	\$412,906.78	\$730,014.62	\$622,020.62	\$647,270.62	\$578,935.62

	Change in Fund Balance (Decrease)	(\$184,928.00)	\$132,179.84	(\$107,994.00)	(\$82,744.00)	(\$68,335.00)
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TARGET FUND BALANCE

	10% of Operating Expenditures (Min)	\$148,737.00	\$118,787.00	\$138,321.00	\$135,796.00	\$134,355.00
	Six Months of Operating Expenditures (Max)	\$743,686.00	\$593,935.00	\$691,603.00	\$678,978.00	\$671,774.00

ANNUAL ASSESSMENT AND EBU CALCULATION

	No Change	No Change	(No Change)	(No Change)	(No Change)
Assessment Rate per EBU					
Zone 1	\$52.92	\$52.92	\$52.92	\$52.92	\$52.92
Zone 2	\$229.92	\$229.92	\$229.92	\$229.92	\$229.92
EBUs					
Zone 1	2,311.12	2,311.12	2,311.12	2,311.12	2,311.12
Zone 2	3,942.52	3,942.52	3,942.52	3,942.52	3,942.52
Total Assessment Revenue	\$1,028,768.67	\$1,028,768.67	\$1,028,768.67	\$1,028,768.67	\$1,028,768.67

MAXIMUM AUTHORIZED ASSESSMENT

	1.28% CPI	1.28% CPI	2.45% CPI	2.45% CPI	2.00% CPI
Assessment Rate per EBU					
Zone 1	\$85.17	\$85.17	\$87.26	\$87.26	\$89.00
Zone 2	\$370.20	\$370.20	\$379.27	\$379.27	\$379.27

INFLATION FACTOR

Consumer Price Index-All Urban Consumers (CPI-U - RATE) - ACTUAL	1.28%	1.28%	2.45%	2.45%	Pending
Consumer Price Index AER Authorized? (Yes/No) YES					
Consumer Price Index - Additional Percentage Allowed per AER: NO					
"Estimated" CPI Applied to "Proposed Budget"	2.00%	2.00%	2.00%	2.00%	2.00%