

Park and Recreation Department - Open Space Division
Maintenance Assessment Districts Program
Summary of Fiscal Year 2024 (07-01-23 to 06-30-24) Proposed Budget, Rev 10-26-22 per BRCC Board vote, for Annual Meeting
Bird Rock Maintenance Assessment District

	FY 2024	
	Proposed	Explanation
<u>Bird Rock MAD Costs (District Non-Personnel Costs)</u>		
<u>Services</u>		
Supplies		
Office Supplies (code 512066A)	\$ 500.00	Office supplies (paper, envelopes, etc.)
Postage/ mailing (code 512066B)	\$ 1,300.00	Postage, mailing
Soil & Conditioner (code 512066C)	\$ 2,500.00	Soil & Conditioner
Garden Nursery Stock (code 512066D)	\$ 10,000.00	Plants
Dry Goods, waste cans, seasonal supplies (code 512066E)	\$ 14,000.00	Irrigation parts & controllers, erosion control, temporary barriers, waste cans, trash bags, waste bags, seasonal repairs & supplies
Unclassified Materials and Supplies (code 512066F)	\$ 1,500.00	Miscellaneous supplies, backflow cages/covers
Services		
Insurance (code 512066G)	\$ 5,500.00	Insurance Coverage (CGLI, D&O), CGLI required by City
Photocopy Services, Printing Services (code 512066H)	\$ 2,000.00	Photocopies, printing
Landscape Services, Trash Services (512066I)	\$ 125,000.00	Public landscaping; irrigation maintenance and repair; pruning; tree trimming; dump fees; sidewalk & cross walk sweeping; drain pipe and brow ditch maintenance; trash and animal waste removal
Bird Rock Community Development Corporation - Administrative Overhead, Indep. Mgmt Contractor (code 512066J)	\$ 30,000.00	Indep. Management Contractor, Admin. Services + Expenses
Services: Security (512066K)	\$ 1,560.00	Security
Services: Postal Mailbox, Storage (512066L)	\$ 200.00	Postal Mailbox, Storage Services
Accounting, Auditor (512066M)	\$ 7,000.00	Independent Auditor (audit required by City of San Diego), audit exp.
Accounting/Bookkeeping (512066N)	\$ 1,700.00	Bookkeeping
Accounting/Bookkeeping Software (512066O)	\$ 2,000.00	Bookkeeping software
Professional/Tech. Services: Arborist, Irrig., Tree Pruner (512066P)	\$ 20,000.00	Arborist, irrigation tech., additional landscape services
Professional/ Technical Services: Guard Rail & Other (512066Q)	\$ 3,000.00	Misc. Contractual Services (paint, rail repair, cleaning, regulators, others)
Subtotal Services and Supplies	\$ 227,760.00	
Utilities: Water / Storm Drain / Electrical (514104, 514006/514105, 514100)	\$ 23,388.00	*Utilities: Water, storm drain, electricity - City Estimate
Special District Administration (City Management Costs) (516024)	\$ 3,500.00	City Expenses per contract (lesser of 4% Exp. or \$3,500) - City Est.
Subtotal Supplies, Services, Utilities, & District Administration	\$ 254,648.00	
*Capital Improvements: Lighting	\$ 15,000.00	*Capital Improvement Lighting (drivers/controllers, etc.)
*Capital Improvements: Signage	\$ 25,000.00	*Capital Improvement Signage (amount changed from \$0)
TOTAL COSTS	\$ 294,648.00	
Unallocated Reserve (code 512132)	\$ 20,000.00	Replenish Unallocated Emergency Reserve to \$20,000 level if necessary
TOTAL COSTS	\$ 314,648.00	
<u>Bird Rock District Revenues</u>		
Annual Assessments	\$ 182,697.00	Estimated Revenue total possible from FY 2023-2024 Assessment Total 1826.97 EBU x \$100/EBU = estimated assessment revenue
Less delinquent or non payments or decreased contributions	\$ -	Less uncollected assessments or decreased contributions
Interest Earnings	\$ 1,700.00	Estimated Interest earned on carry over from reserves
City Contributions (subject to change)		
Gas Tax Fund	\$ 12,091.00	Estimated contribution from San Diego City Gas Tax Funds
Other City Contribution (General Benefit Offset, 15.5%)	\$ 31,382.00	Estimated other City contribution, General Benefit Offset
Other Damages Recovered (426128)	\$ -	Recovered damages
TOTAL REVENUE	\$ 227,870.00	Estimated Revenue
<u>COSTS less REVENUE</u>	\$ (66,778.00)	DEFICIT
<u>Fund Balance - Contingency Reserve (code 512133)</u>		**Estimated beginning fund balance (final available after end of FY2022)
<u>Bird Rock District Reserves</u>		
Beginning Fund Balance	\$ 115,056.00	Balance projected to be carried forward from 2022-2023 (estimate)
Unused funds from prior FY budget	\$ 15,899.10	Estimate, subject to final income & expense totals for FY 22/23
Change in Fund Balance	\$ (66,778.00)	Change in Fund Balance (Revenues less Costs), Estimate FY22/23
Year End Operating Reserves	\$ 64,177.10	Projected reserve at end of Fiscal Year 2024 (June 30, 2024) Reserve is within the required range
Assessment Rate (see note 1), below estimated maximum rate	\$ 100.00	Proposed Assessment Rate/EBU (single family home is 1 EBU) \$100 Rate, the same rate as in 2023 (\$100/EBU).
Note #1: Assessment Rate- single family home is \$100; condominium is about \$70; typical 5.0 EBU commercial lot is about \$500. For multi-unit residential properties, the rate is 0.7/unit; duplexes would be 1.4 EBUs or an assessment rate of \$140.		
Target Reserves		
Minimum Reserve: 10% of Operating Budget	\$26,964.80	
Maximum Reserve: Six Months Operating Budget	\$134,824.00	
There are 1320 assessment-paying parcels within the 1476 parcel Bird Rock MAD Map Boundary (1826.97 EBUs)		
A single family home is 1.0 EBU (Equivalent Benefits Unit), a duplex is 1.4 EBUs, a condo is about 0.7 EBU, and a typical commercial lot is about 5 EBUs		