

**Park and Recreation Department - Open Space Division  
Maintenance Assessment Districts Program  
Summary of Fiscal Year 2013 (07-01-12 to 06-30-13) Budget**

**Draft 11/2/2011**

**Carmel Valley Maintenance Assessment District  
Fund Fund 200033**

	FY 2011 Est. Actuals	FY 2012 Estimate	FY 2013 Proposed
<b>Full-Time Equivalent/Grounds Maintenance Manager (Contract Administrator)</b>	<b>1.45</b>	<b>1.45</b>	<b>1.45</b>
<b><u>District Personnel Costs</u></b>			
Total Labor & Fringe (500011, 502000, & 516024C)	\$ 139,866.74	\$ 150,124.00	\$ 150,124.00
<b><u>District Costs</u></b>			
Supplies (Nursery Stock, Fertilizer/Soil, Irrigation Parts, Play Equipment, etc.)	\$ 18,525.00	\$ 38,375.00	\$ 43,175.00
Services (Contracts)			
Concrete/Asphalt Work (incl trail slurry seal/repair) (512059C)	\$ 39,082.00	\$ 120,000.00	\$ 5,000.00
Fence/Gate/Signage (512059B)	\$ 2,658.00	\$ 5,000.00	\$ 5,000.00
Electrical Repair Services (512059E)	\$ 11,076.00	\$ 5,000.00	\$ 5,000.00
Irrigation Repair Services (512059A)	\$ -	\$ 2,000.00	\$ -
Pest Control Services (512059F)	\$ 950.00	\$ 3,000.00	\$ 3,000.00
Replacement Park Furnishings/Outlay (concrete benches, trash cans, picnic tables)	\$ -	\$ 1,000.00	\$ 20,000.00
Landscape Contracts - Monthly/Routine Service (Contracts Expire 01/01/2012 LUSA & 9/14/2012 Aztec) (512134)	\$ 882,046.90	\$ 1,081,030.00	\$ 999,987.00
Landscape Service - Carmel Country Road Median (Townsgate to Carmel Creek) (512134C)	\$ -	\$ 10,000.00	\$ 10,000.00
Landscape Service - Carmel Grove Park Irrigation Upgrades	\$ -	\$ -	\$ 125,000.00
Tree Trimming Service (512197)	\$ 156,053.17	\$ 180,000.00	\$ 182,700.00
Other Miscellaneous Services (Arborist Opinions, Mulch Delivery, Signs, etc.)	\$ 18.94	\$ 12,050.00	\$ 25,000.00
Utilities - Water / Storm Drain / Electrical	\$ 420,624.01	\$ 477,540.95	\$ 478,544.70
Special Districts Administration (516024A, 516024B)	\$ 179,600.97	\$ 175,804.00	\$ 176,491.25
<b>Subtotal Non-Personnel Costs</b>	<b>\$ 1,710,634.99</b>	<b>\$ 2,110,799.95</b>	<b>\$ 2,078,897.95</b>
<b>TOTAL COSTS</b>	<b>\$ 1,850,501.73</b>	<b>\$ 2,260,923.95</b>	<b>\$ 2,229,021.95</b>
<b>Capital Improvements Programs (Future)</b>			
Carmel Center & Carmel Knolls Right-of-Way	\$ -	\$ -	\$ -
Centralized Irrigation System (Smart Controllers)	\$ -	\$ -	\$ -
Park Monuments	\$ -	\$ -	\$ -
<b>Subtotal Capital Improvements Programs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL</b>	<b>\$ 1,850,501.73</b>	<b>\$ 2,260,923.95</b>	<b>\$ 2,229,021.95</b>
<b><u>District Revenues &amp; Reserves</u></b>			
Special Assessments	\$ 1,842,287.48	\$ 1,848,037.15	\$ 1,848,037.15
Interest Earnings	\$ 9,843.92	\$ 8,055.00	\$ 6,000.00
City Contributions <sup>(1)</sup>			
Environmental Growth Fund	\$ 4,193.00	\$ 6,491.00	\$ 6,491.00
Gas Tax Fund	\$ 90,429.00	\$ 85,219.00	\$ 85,219.00
General Fund - Fire Station #24 <sup>(2)</sup>	\$ 8,347.00	\$ 8,347.00	\$ 8,347.00
Miscellaneous Revenue - Park Use Permit Fees(418065)	\$ 7,241.50	\$ 9,000.00	\$ 9,000.00
<b>TOTAL</b>	<b>\$ 1,962,341.90</b>	<b>\$ 1,965,149.15</b>	<b>\$ 1,963,094.15</b>
<b><u>District Reserves</u></b>			
Beginning Fund Balance	\$ 1,425,210.25	\$ 1,537,050.00	\$ 1,241,275.00
Change in Fund Balance	\$ 111,840.00	\$ (295,775.00)	\$ (265,928.00)
Year End Operating Reserves	<b>\$ 1,537,050.25</b>	<b>\$ 1,241,275.00</b>	<b>\$ 975,347.00</b>
<b><u>Target Reserves</u></b>			
Minimum Reserve: 10% of Operating Budget	\$ 185,050.00	\$ 226,092.00	<b>\$ 222,902.00</b>
Maximum Reserve: Six Months Operating Budget	\$ 925,251.00	\$ 1,130,462.00	<b>\$ 1,114,511.00</b>

\$ (139,164.00)

<sup>(1)</sup> City Contributions in Fiscal Year 2013 are subject to change pending City Council approval of new rate per square foot/acreage.

<sup>(2)</sup> Subject to continued concurrence of inter-departmental MOU/SLA.