

A PRESENTATION

MARIN COUNTY
PARKS
PRESERVATION • RECREATION



Rush Creek Landscaping and Lighting District

May 25 2023

WELCOME

MARIN COUNTY
PARKS
PRESERVATION • RECREATION



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Superintendent

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PURPOSE OF MEETING

3.

- Review **Maintenance and Annual Tasks**
- Discuss Current **Budget** and Maintenance Costs
- Examine Future Spending and **Options**
- Determine **Next Steps**

Maintenance and Annual Tasks

COMMUNITY ENGAGEMENT
MAINTENANCE AND ANNUAL TASKS
CURRENT BUDGET AND MAINTENANCE COSTS
OPTIONS
NEXT STEPS

5.



Planting at Front Entry



Lighting at Front Entry & Cul de sac



Planting at Atherton Ave.



Pathways & Planting at Atherton Ave.



Pedestrian Paths, Stairs, & Retaining Wall



Fire Fuel Reduction



Picnic Areas



Trail & Drainage

Current Budget and Maintenance Costs

COMMUNITY ENGAGEMENT
 MAINTENANCE AND ANNUAL TASKS
CURRENT BUDGET & MAINTENANCE COSTS
 OPTIONS
 NEXT STEPS

| Fund De+A | Object Type | Object | Object Title | Sum of YTD Actuals FY 2020 | Sum of YTD Actuals FY 2021 | Sum of YTD Actuals FY2022 | Sum of YTD Actuals FY2023 | Sum of Original Budget FY 2023 | Projected FY 2023- 24 | Projected FY 2024- 25 | Projected FY 2025- 26 |
|---|-----------------------|--------|-------------------------------|-----------------------------------|-------------------------------|------------------------------|------------------------------|-----------------------------------|--------------------------|--------------------------|--------------------------|
| RUSH CREEK LIGHT AND LANDSCP | | | | Start of Year Fund Balance | | | | 142,217 | 115,716 | 78,406 | 45,855 |
| | Revenues | 411125 | PROP TAX CUR SEC SPL BEN TAX | (84,461) | (84,461) | (84,461) | (46,453) | (84,461) | (84,461) | (84,461) | (84,461) |
| | | 441115 | INVESTMT INCOME-INT POOLED | (3,603) | (1,122) | (90) | (292) | (1,509) | (1,509) | (1,524) | (1,539) |
| | | 460120 | TAX COL FEES ADM (CTRA) | 178 | (178) | (178) | (134) | 180 | 180 | 182 | 184 |
| | | 460150 | SB2557 ADMIN FEE (CONTRA) | - | - | - | - | - | - | - | - |
| | | 480210 | TRANSFERS-IN | - | - | - | - | - | - | - | - |
| | Revenues Total | | | (87,886) | (85,761) | (84,729) | (46,878) | (85,790) | (85,790) | (85,803) | (85,817) |
| | Expenses | 521610 | INSURANCE-BUILDING CONTENT | - | - | - | - | - | - | - | - |
| | | 521620 | INSURANCE-OTHER | 536 | 557 | 602 | 634 | 608 | 640 | 653 | 666 |
| | | 521910 | MAINT-BLDG AND IMPROVEMENT | 57,088 | 64,064 | 63,484 | 31,600 | 57,000 | 57,000 | 58,710 | 60,471 |
| | | 521920 | MAINT-BLDG AND IMPR ELEC SUPP | 455 | - | - | - | 500 | 500 | 500 | 500 |
| | | 522310 | MISC EXPENSE | (54) | - | - | - | - | - | - | - |
| | | 522510 | PROF AND SP SVS | 640 | 685 | 685 | - | 1,000 | 15,940 | 8,000 | 8,000 |
| | | 522512 | PROF SPEC SVCS - TRADE | - | - | - | - | - | - | - | - |
| | | 522930 | MINOR EQUIPMENT | - | - | - | - | - | - | - | - |
| | | 523510 | UTILITIES | - | - | - | - | - | - | - | - |
| | | 523515 | UTILITIES-ELECTRICITY | - | - | - | - | - | - | - | - |
| | | 523535 | UTILITIES-WATER | 18,589 | 8,013 | 8,540 | 9,003 | 15,299 | 10,000 | 10,300 | 10,609 |
| | | 540110 | LAND | - | - | - | - | - | - | - | - |
| | | 540410 | BLDG AND IMPROVMNT | - | - | - | - | - | - | - | - |
| | | 561195 | INTERFD EXP LANDSCAPE MAINT | 22,444 | 23,117 | 23,117 | - | 23,811 | 24,525 | 25,261 | 25,261 |
| | | 561210 | INTERFD EXP PARKS | 13,265 | 13,663 | 13,663 | - | 14,073 | 14,495 | 14,930 | 15,378 |
| | Expenses Total | | | 112,963 | 110,100 | 110,091 | 41,237 | 112,291 | 123,101 | 118,354 | 120,885 |
| RUSH CREEK LIGHT AND LANDSCP Total | | | | 25,077 | 24,338 | 25,362 | (5,641) | 26,501 | 37,311 | 32,551 | 35,068 |
| End of Year Fund Balance | | | | | | | | 115,716 | 78,406 | 45,855 | 10,787 |

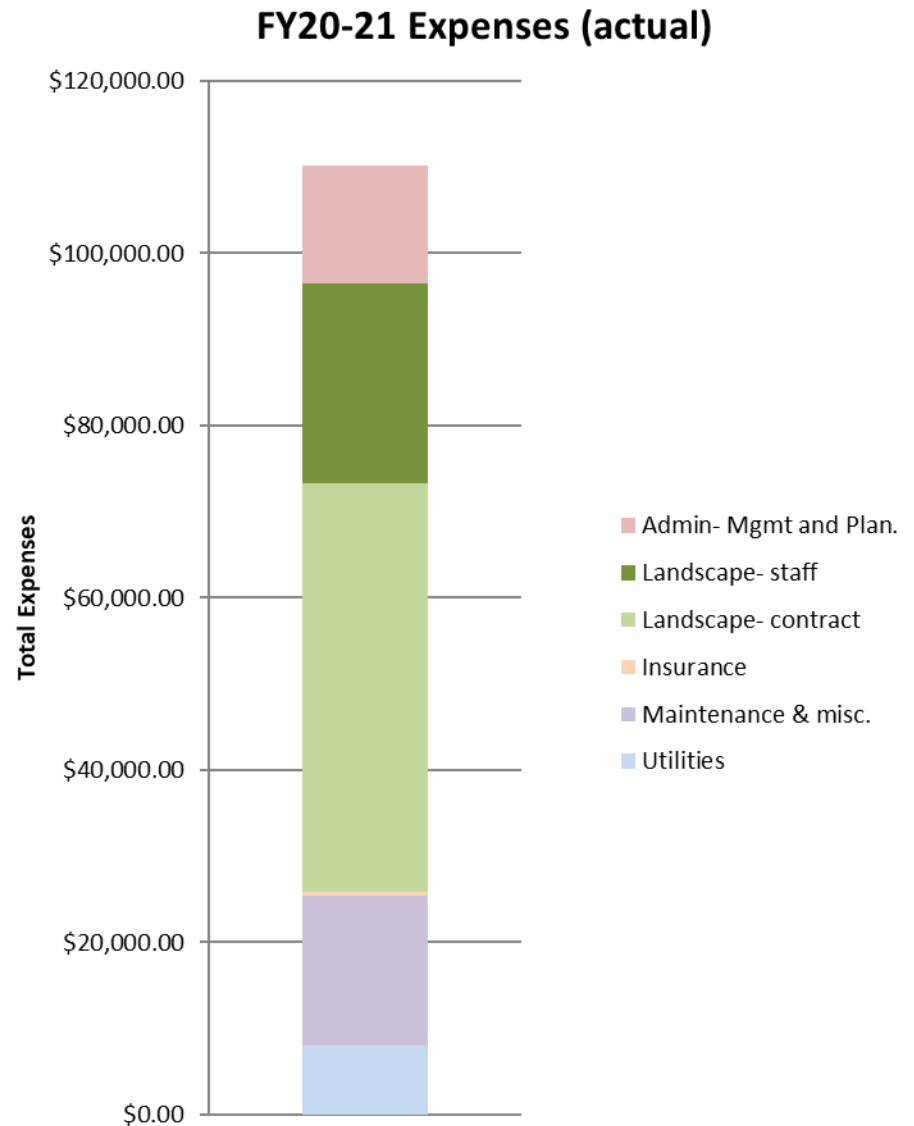
COMMUNITY ENGAGEMENT
 MAINTENANCE AND ANNUAL TASKS
CURRENT BUDGET & MAINTENANCE COSTS
 OPTIONS
 NEXT STEPS

Rush Creek FY2021 Receipts / Purchase Order Payments

| Object # | Vendor | Short Description | Recurring | One-time | Total |
|----------|--|------------------------|------------------|------------------|-------------------|
| 521620 | Alliant Insurance Services | Annual premium | 557.10 | | 557.10 |
| 523535 | North Marin Water District | Water monthly services | 8,013.36 | | 8,013.36 |
| 521910 | Ochoa, Gonzalo | Landscape maintenance | 47,400.00 | 480.00 | 47,880.00 |
| 521910 | Cal-West Rentals, Inc | Equipment rental | | 1,522.50 | 1,522.50 |
| 521910 | Forster & Kroeger Landscape Maintenece | Fire fuel reduction | | 8,500.00 | 8,500.00 |
| 521910 | Sonoma-Marin Arborists, Inc. | Hazard tree removal | | 3,850.00 | 3,850.00 |
| 521910 | Waste Management | Misc. services | | 2,311.84 | 2,311.84 |
| 521920 | Marin Sonoma Mosquito & Vector Control Distict | FY21 Assessment | | 56.52 | 56.52 |
| 522510 | ILS Associates | Engineer's report | | 685.00 | 685.00 |
| 560000 | Inter-Fund Expenses | | 36,780.00 | | 36,780.00 |
| | | Subtotal: | 92,750.46 | 17,405.86 | 110,156.32 |

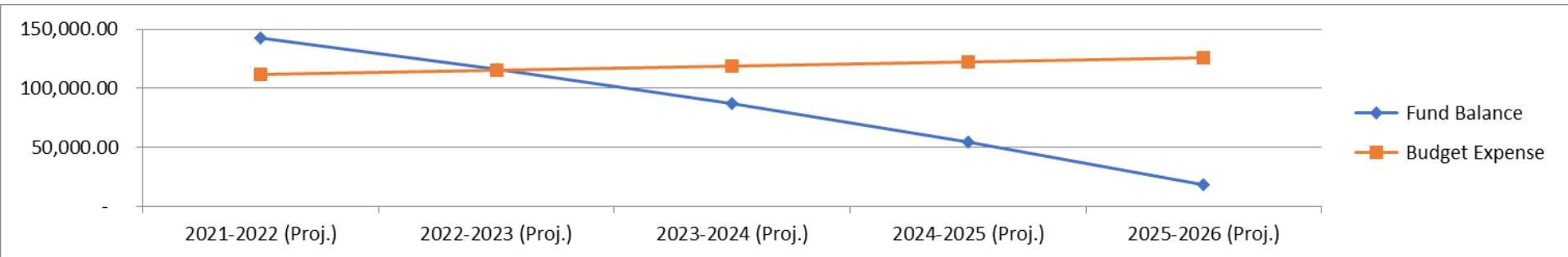
CURRENT BUDGET & MAINTENANCE COSTS

| FY20-21 Expenses (Actual) | |
|---------------------------|---------------------|
| Item | FY20-21 |
| Utilities | \$8,013.00 |
| Maintenance & misc. | \$17,350.00 |
| Insurance | \$557.00 |
| Landscape- contract | \$47,400.00 |
| Landscape- staff | \$23,117.00 |
| Admin- Mgmt and Plan. | \$13,663.00 |
| Total | \$110,100.00 |



CURRENT BUDGET & MAINTENANCE COSTS

| Rush Creek Fund Projection | | |
|----------------------------|--------------|----------------|
| Fiscal Year | Fund Balance | Budget Expense |
| 2021-2022 (Proj.) | 142,217.00 | 111,827.00 |
| 2022-2023 (Proj.) | 116,360.00 | 115,181.81 |
| 2023-2024 (Proj.) | 87,163.28 | 118,637.26 |
| 2024-2025 (Proj.) | 54,511.11 | 122,196.38 |
| 2025-2026 (Proj.) | 18,299.81 | 125,862.27 |
| 2026-2027 (Proj.) | (21,577.37) | 129,638.14 |



***Annual revenue currently fixed at \$84,461 (\$949 per household)**
BUDGET DEFICIT CURRENTLY APPROX. \$25K/yr

Next Steps

NEXT STEPS

COST SAVING STRATEGIES

12.

Novato Fire Protection District: Matching Grant and MWPA funding

- Firewise USA program
- \$1500 NFPD grant; FY23 mowing will be paid for by Parks Measure A

FYI: Total annual veg costs for Rush Creek increasing:

avg. \$9000 but \$11k this year but paid for by Measure A.

NEXT STEPS

13.

- Continue collaboration with Neighborhood Review Team to explore cost-saving measures.
- Continue Service Level at Same Assessment for FY23 (\$949)
No Capital Fund Expenditures
- Explore Willdan proposal re: assessment increase

NEXT STEPS

14.

ANNUAL RENEWAL PROCESS

- April 25, 2023 Initial Resolution Initiating Process
- June 6, 2023 Resolution of Intention
- July 11, 2023 Public Information Meeting
- July 25, 2023 Resolution Continuation / Public Hearing

*Filing with County auditor to place assessment
on tax rolls – by 3rd Monday in August*

Same assessment for FY23-24 = \$949/parcel

NEXT STEPS

Marin County Parks Assessment Engineering Services for Rush Creek Landscaping & Lighting District

15.

| Scope of Services | Fee |
|---|---------------------|
| Phase 1: Prepare Fiscal Year 2023/2024 Engineer's Report & Levy Submittal | \$7,560 |
| Optional Phase 1 Tasks | |
| Draft Resolutions and Assist with Staff Report | \$1,680 |
| Attend Board of Directors' Meeting(s) | \$2,500 per meeting |
| Phase 2: Fiscal Year 2024/2025 Assessment Engineering | \$15,940 |
| Phase 3: Public Outreach (<i>Optional</i>)* | |
| Develop and Mail Informational Piece/Property Owner Meeting Invitation | TBD |
| Attend Property Owner Workshops (per meeting) | \$2,500 |

COMMUNITY ENGAGEMENT
MAINTENANCE AND ANNUAL TASKS
CURRENT BUDGET AND MAINTENANCE COSTS
OPTIONS

NEXT STEPS

Task 7: Phase 2 Kick-off Meeting

Task 8: Evaluate Assessment Methodology (Benefits/Improvements)

Task 9: Develop Proposed Budgets and Assessments

Task 10: Prepare Fiscal Year 2024/2025 Engineer's Report

Task 11: Assist Staff with Draft Resolutions and Staff Reports

Task 12: Prepare Notices and Ballots

Task 13: Print and Mail Notices and Ballots

Task 14: Public Hearing and Ballot Tabulation

Task 15: Submit Fiscal Year 2024/2025 Levies to the County

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Thank you

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