

### **8:30 Call Meeting to Order**

- Attendance / Roll Call
- Non-Agenda Public Comment
- Next Board Meeting: May 18, 2021 at 8:30 a.m. (Via Zoom)
- Approve minutes of March 16, 2021 Board Meetings | **Action**

### **Financials**

- Review FY22 Clean and Safe Budget and FY22 Clean and Safe Vendors
- Agenda Public Comment
- **Accept FY22 PBID Budget | Action**

### **Member Discussion**

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### **Adjourn**

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January 12, 2021

## March 16, 2021 MEETING MINUTES

### Call to Order

Board Chair Phil Rath called the meeting to order at 8:33 a.m.

### Clean & Safe Board of Directors Attendance:

- City Center: Phil Rath, Jennifer Gattey, Doug Korn
- Columbia District: Maria Disla
- Gaslamp: Howard Greenburg, Michael Trimble
- East Village: Mike Madigan, James Haug, Glenna Gasper, Angie Weber
- Cortez: LC Cline
- Marina: Barbara Daly
- DSDP: Betsy Brennan
- Resident: Steve Kohn
- CEP: Jason Wood (absent)

**The following DSDP staff members were present:** Alonso Vivas, Sean Warner, Ernesto Romo, Dani Garcia, Ketra Carter, Aimee Newman, Sydney Jacques, Justin Apger, Sarah Brothers

**Non-Agenda Public Comment:** No public comment.

**Motion:** Approval of Minutes for January 12, 2021. Glenna Gasper made the motion, Jennifer Gattey seconds the motion. The motion was approved.

### Chairman's Report – Phil Rath

- Special Meeting Reminder – PBID Final Budget
  - o There will be an additional meeting on April 20, 2021 to review and approve the Clean & Safe final budget.
- Nominations Committee – Review Nominations: Barbara Daly
  - o A committee to review nominations was put together and met on March 10<sup>th</sup>, consisting of Mike Madigan, LC Cline, Maria Disla, Barbara Daly, and James Haug.

- Barbara stated that 5 seats were ending their term in 2021 and are up for replacement or renomination: 2 seats for East Village, 2 seats for City Center, and 1 Resident seat.
- There are no term limits and no specific requirements to serve on the board, but there are expectations including an interest, participation, and engagement.
- The nominations committee recommended the following nominees: Glenna Gasper and Angie Weber for East Village, Steve Kohn for Resident, Phil Rath and Doug Korn for City Center.
- Mike Madigan went on to state that there were others not nominated that had great qualifications as well. The committee was very happy with members who exist in the chairs today.
- Approve Nominations Recommendations
  - **Motion:** Mike then made a motion to reappoint Glenna Gasper, Angie Weber, Steve Kohn, Phil Rath, and Doug Korn.
  - The motion was seconded.
  - All present board members were in favor. The motion was approved.

### **President & CEO Update – Betsy Brennan**

- Op Ed / Downtown Homelessness Letter
  - Betsy brought up the Homeless Coalition Letter and opinion piece by the San Diego Union Tribune, and she thanked Angie for her work on the piece.
  - She addressed the fatal accident that took place on March 15<sup>th</sup> on B Street and moved to discuss upcoming meetings and events.
  - She said there will be a meeting later in the day with the Mayor and said that the team wants to understand what our new Mayor's policies will be on homelessness so we can work to address the issue. There will be a meeting Thursday to talk about the impact of homelessness on businesses and residents, and she invited all to join.
  - Betsy also reminded the group of upcoming events, including the Fed and Educated series with the next event taking place March 17<sup>th</sup>, and the March 25<sup>th</sup> Create the Future Awards.
  - She invited all to reach out with questions or concerns that she can bring to the Mayor.

### **Executive Director Update – Alonso Vivas, Downtown San Diego Partnership Clean & Safe Program**

- Review FY22 Draft PBID Budget
  - Phil began the discussion and stated that a 5% assessment rate increase is being proposed, up from the 3.5% increase last year due to COVID-19. There is a 3.5% contingency for potential delinquent payments. There is a carry forward balance of about \$340,000, and \$200,000 of that will be held as a legal liability litigation reserve to prepare for any settlement or costs. The remaining \$140,000 will go toward all the districts for a one-time increase in services.
  - Alonso went through the FY22 PBID Budget Timeline.
    - The annual survey took place through February and is now closed.
    - The Annual Neighborhood Meeting took place February 3<sup>rd</sup>.
    - Budget Focus discussions took place February 8<sup>th</sup>-19<sup>th</sup>.

- Right now, the team is reviewing the draft budget for FY22. The same thing will happen at the DSDP Board Meeting next week on March 23<sup>rd</sup>.
    - The team will go back to both boards for approval in April.
    - After that, the annual report and budget will be submitted to the City in May.
    - City Council will take action in June/July.
  - He then discussed the FY22 Draft PBID Budget.
    - The team is tracking in the low 3% for delinquency.
    - 3.5% of the assessment will be put aside as a contingency in the event that property owners don't pay their Clean & Safe assessments.
    - There is an overall 9% variance in budget, with the main reasons being the 5% increase and the carry forward.
      - Maintenance/Janitorial will increase by 8%.
      - Beautification/Landscaping will increase by 11%.
      - Safety & Homeless Outreach will increase by 12%.
        - Alonso noted that Homeless Outreach is almost entirely funded by the San Diego Housing Commission and the Regional Task Force on the Homeless, so this is being impacted not by PBID but by another organization.
      - Administrative costs will increase by 17%.
        - The biggest reason for this is that legal expenses are put into this category.
      - Commercial Enhancement Program (CEP) will increase by 8%.
      - City Fee & Delinquency will decrease by 17%.
        - This is due to the decrease in delinquency and contingency.
    - He then discussed what these changes mean for services.
      - There will be an 8% increase in power washing throughout all the districts.
      - There will be a 5% increase in security.
        - There will also be an additional staff member to provide oversight to the security team, so the number is closer to an 8-9% increase.
      - There will be a 5% increase in maintenance.
        - Additional team members were also added to the maintenance team. One person is a hot spot team member for East Village, another was a trash truck driver whose expense is shared throughout districts to take care of trash can overflow.
      - Tree trimming will decrease by 14%.
        - A couple areas such as palm trees will increase, but overall there will be a decrease. This is partly due to hiring and additional landscaper in-house rather than contracting, which is what is reflected in the 14%.
- Review FY22 Annual Survey
  - 410 people participated in the survey with an 80% completion rate.
  - 46% of respondents were from East Village, 17% from Marina, 13% from Cortez.

- 65% of respondents live in downtown, 18% own property in downtown, and 11% work in downtown.
- The top three important maintenance services were rated as follows: 31% removing illegal dumps, 28% removing litter, 23% pressure washing.
- 59% of respondents ranked downtown as being dirty or somewhat dirty, and 28% said clean or somewhat clean.
- Additional maintenance services to cover had answers that included homelessness, sidewalks, streets, and trash.
- The top three important safety services were rated as follows: 30% reporting nuisance behavior, conducting overnight patrol, and 24% providing welfare checks.
- Additional safety services to cover had answers that included homelessness, patrol, and sidewalks.
- 42% of respondents ranked downtown as being unsafe or somewhat unsafe, 36% reported feeling safe or somewhat safe.
- The top three important placemaking/beautification services were rated as follows: 58% pedestrian safety, 11% enhanced landscaping, 10% pedestrian amenities.
- Additional placemaking/beautification services to cover had answers that included homelessness, lighting, dogs, and trees.
  - There was a question about where street lighting falls into this and what the city covers. Alonso replied that the team is currently in discussion with the city about fixing street lights.
- The top three important homeless outreach services were rated as follows: 30% on-the-ground outreach, 25% diversion programs, 16% referral to shelter placement.
  - There was a question about the cost per person with the Family Reunification Program. Alonso replied that the last time an analysis was done it was less than \$1,000 per person including the ticket and staff costs, but he will get an exact number to report back.
- Respondents ranked the quality of Clean & Safe services as follows: 57% high to very high quality, 9% low to very low quality.
- Respondents ranked the impact of Clean & Safe services as follows: 71% positive to very positive, 5% negative to very negative.
- Respondents ranked their satisfaction with measures put in place to address COVID as follows: 55% satisfied or very satisfied, 12% dissatisfied or very dissatisfied.
- Alonso then opened the meeting up for questions.
  - There was a question about the \$200,000 set aside for legal fees. Alonso that it is for an open claim that he can discuss offline.
  - There was another question about whether or not the City is fulfilling their baseline services, and Alonso replied that they are.
  - There was also a concern about the safety and cleanliness responses in the survey, and a suggestion of instead of focusing on more services maybe focusing on better services. The individual asked about PPP funding, and Alonso replied that the team is working on that right now. Alonso stated that the team is also applying for additional funding so it doesn't all come from PBID. He also said that COVID has impacted the feeling of downtown and mentioned the placement of the Convention Center, but the team is striving to continue to help keep downtown clean and safe.

- There was another concern brought up about overnight shifts to help the after-hours issues in Gaslamp. Alonso replied that the budget reflects an additional graveyard shift for Gaslamp.

## **Director of Community Enhancement Update – Sean Warner, Downtown San Diego Partnership Clean & Safe Program**

- Sean shared his placemaking blueprint with the group.
- He began sharing the importance of placemaking in Downtown San Diego.
  - It enhances neighborhood connectivity and the overall livability of downtown, promotes community revitalization and economic vitality, differentiates San Diego from just any downtown, fosters creativity and arts within the public sphere, and promotes community building and inclusivity.
- He then discussed the role of placemaking in the Partnership.
  - He shared photos of projects he was able to accomplish with the Clean & Safe program such as utility box wraps, murals, and planter pots.
- He shared a list of the Placemaking Committee, which has 20 members and was formed about a year ago with representation from different community groups.
- Sean went on to discuss the importance of the Placemaking blueprint.
  - It provides for a shared understanding for the Partnership's placemaking efforts over the next five years, identifies actionable steps to enhance Downtown's public realm with flexibility and responsiveness built in, and identifies opportunities for collaboration with public, private, and nonprofit sectors to transform Downtown's public realm.
- He then discussed the 5 main goals identified by the Placemaking Committee.
  - Goal 1: Ensure Downtown's parks, plazas, and green spaces are highly amenitized, well maintained, and comprehensively programmed.
    - He shared an image of a parklet in Columbia for people to gather and socialize when it becomes safe.
  - Goal 2: Create vibrant and walkable streets. Foster an engaging and inspiring walking experience that addresses safety, comfort, shade, and seating.
    - He shared a photo of the first intersection mural that will be introduced into downtown in Cortez.
  - Goal 3: Incorporate arts, music, culture, and creativity into the public realm. An integrated approach to activating Downtown's public spaces will be key to fostering cultural diversity and showcasing San Diego's creative talent.
    - He mentioned the Black Lives Matter banners and improving permitting for future events.
  - Goal 4: Share the stories of Downtown's unique neighborhoods and

diverse people and places.

- He shared Gaslamp utility box wraps and Discover Cortez projects highlighting the unique aspects and stories of each neighborhood.
- Goal 5: Leverage Balboa Park and the waterfront as an integral part of the Downtown experience. Balboa Park and the Waterfront are currently not optimally integrated into the Downtown experience.
  - There are representatives from Waterfront and Balboa park on the committee, and there are discussions to reduce physical barriers to get to these places and to integrate them together.
- Sean went on to discuss next steps.
  - Share the release of the Blueprint and the importance of placemaking to the future of Downtown with stakeholders and potential partners.
  - Develop and implement an annual work plan with the input of the Placemaking Committee.
  - Communicate the ways placemaking and our strategic efforts are improving the Downtown experience
  - Track and communicate progress to the Board of Directors, community partners, and Downtown stakeholders.
- He opened the meeting up for questions, and there were none.

**Public Comment Time Allotted:** No agenda public comment was present.

**Adjourn**

**The meeting adjourned at 9:55am**



## FY22 Clean & Safe Budget Summary

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### **Downtown San Diego Partnership**

Phil Rath  
Chair, Clean & Safe  
Treasurer, Downtown San Diego Partnership

Justin Apper, Chief Operations Officer  
Alonso Vivas, SVP & Executive Director, Clean & Safe

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D O W N T O W N  
**SAN DIEGO**  
 P A R T N E R S H I P  
 C L E A N & S A F E

Date: April 20, 2021

**Budget Big Picture**

The FY22 budgeting process continues to require a new set of assumptions due to COVID-19 impacts. Fortunately, the Clean & Safe (C&S) budget has remained relatively solid due to our primary income generator being property taxes. The collection of property taxes has been positive for the first installment of the '20-'21 tax year, and the 2<sup>nd</sup> installment this spring is expected to meet the budget.

The assessment revenue of \$10,562,336 reflects an increase from FY21 to FY22 of 5%. Our assessment revenue assumes a delinquency rate of 3.5%. Historical delinquency rates run approx. 3% on average annually. Expenses include approximately 3% of mandatory living wage increases for our staff and a small percentage for general inflation.

<b><u>Overall Budget Summary</u></b>	<b>FY21 Budget</b>	<b>FY21 Forecasted Actuals</b>	<b>FY22 Budget</b>	<b>FY21 Budget vs FY22 Budget</b>	<b>% Variance</b>
Revenue					
Assessments	9,793,808	9,839,366	10,562,336	768,528	8%
Other Revenue *	45,434	20,754	207,236	161,802	356%
Expenses					
Maintenance	4,430,417	4,448,921	4,857,035	426,618	10%
Beautification	745,796	668,183	831,079	85,283	11%
Safety & Homeless Outreach	2,773,685	2,372,684	3,137,472	363,787	13%
Admin	942,899	1,005,381	1,212,600	269,701	29%
CEP	333,210	265,000	217,795	(115,415)	-35%
Other Expenses	613,235	610,000	513,591	(99,644)	-16%
<b>Total Expenses</b>	<b>9,839,242</b>	<b>9,370,169</b>	<b>10,769,572</b>	<b>930,330</b>	<b>9%</b>
<b>Net Surplus (Deficit)</b>	<b>-</b>	<b>489,951</b>	<b>(0)</b>	<b>(0)</b>	
* FY 22 Budget includes \$343K carryforward and \$174K of decrease in Fed assess					

D O W N T O W N  
**SAN DIEGO**  
 P A R T N E R S H I P  
 C L E A N & S A F E

**Expense Details & Impacts**

*Service Levels*

The following represent the FY22 budget service levels versus the FY21 budget:

- Pressure washing: 15% increase
- Security: 7% increase
- Maintenance: 5% increase
- Tree trimming: 14% decrease

**Our proactive steps for financial & operational stability include:**

- We anticipate a carry forward balance of \$343,000 from the '19 -'20 fiscal year
- We are working with Economic Development to identify a date and process for requesting FY '21 carryforward and plans for the most impactful services and capital improvement projects

**Summary**

Monitoring this budget on a monthly or bi-monthly basis will be crucial for us to enforce accountability related to spending. This process will allow us to understand trends and other deviations that may impact future operations and demonstrate transparency by sharing findings from this regular monitoring. We will continue to use our Clean & Safe Board for reporting this information and the finance committee of the DSDP Board.

<b>Year-Over -Year Budget History</b>				
	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21 (forecast)</b>
C&S Revenue and Expenses				
Total Expenses	8,166,381	8,026,653	7,937,608	9,370,169
% Growth YOY	12%	-2%	-1%	18%
Total Revenue	7,790,971	8,213,112	7,935,945	9,860,120
% Growth YOY	5%	5%	-3%	24%

Downtown San Diego Clean and Safe  
FY '21-'22 Budget

	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	TOTAL*
	4.86%	18.62%	7.44%	16.89%	33.73%	8.91%	9.54%	100.00%
	0.00%	19.57%	7.82%	17.75%	35.46%	9.37%	10.03%	100.00%

Revenue	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
Assessments	\$ 513,786	\$ 1,966,801	\$ 785,611	\$ 1,783,831	\$ 3,542,880	\$ 941,505	\$ 1,007,921	\$ 10,562,336
Decrease Federal Assessment	-	(134,550)	-	-	(18,771)	-	(20,677)	(174,018)
Water Feature Reimbursement (50%)	-	1,821	2,135	2,486	3,076	1,427	4,055	15,000
Median Maintenance Reimbursement	-	3,917	5,403	-	6,446	-	7,289	23,254
Carry Forward	16,685	63,870	25,512	57,928	115,701	30,574	32,731	343,000
<b>Total:</b>	<b>530,471</b>	<b>1,901,858</b>	<b>818,661</b>	<b>1,844,245</b>	<b>3,669,332</b>	<b>973,507</b>	<b>1,031,298</b>	<b>10,769,572</b>

Expenses	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
<b>Maintenance</b>								
Maintenance Salaries & Wages	-	519,351	247,989	614,614	931,662	270,944	239,212	2,823,772
Vehicle Insurance	-	4,110	1,642	3,728	7,446	1,968	2,106	21,000
Cleaning & Janitorial Supplies	-	37,189	13,854	33,729	67,368	17,802	20,058	190,000
Vehicle Repair & Maintenance	-	13,359	5,336	12,116	24,199	6,395	6,846	68,250
Vehicle Fuel	-	16,935	6,764	15,359	30,677	8,107	8,678	86,520
Waste Removal	-	17,224	6,880	15,622	31,202	8,245	8,827	88,000
Uniforms	900	3,015	1,564	3,550	7,091	1,874	2,006	20,000
Equipment Leasing / Purchasing	-	18,594	7,427	16,865	33,684	8,901	9,529	95,000
Electric Services	-	7,829	3,127	7,101	14,183	3,748	4,012	40,000
Water Services	-	6,851	2,736	6,213	12,410	3,279	3,511	35,000
Maintenance and Safety Phone Service	2,286	8,752	3,496	7,938	15,854	4,189	4,485	47,000
Data Tracking	1,955	7,486	2,990	6,789	13,560	3,583	3,836	40,200
Powerwashing	57,546	179,612	60,827	183,450	442,797	108,878	83,121	1,116,230
Streetscape + Landscaping	-	14,606	3,255	14,616	27,090	10,496	14,525	84,587
Tree Trimming MTS	-	2,477	536	-	2,678	-	-	5,691
Tree Trimming Neighborhood	-	8,034	4,520	4,820	16,068	10,444	12,854	56,741
Tree Trimming Palm Trees	-	1,200	612	612	1,200	3,210	2,210	9,044
Water Feature Maintenance + Utilities	-	3,641	4,271	4,973	6,153	2,853	8,109	30,000
Wayfinding Signage Maintenance	-	-	-	-	-	-	-	-
<b>Total:</b>	<b>62,687</b>	<b>870,244</b>	<b>377,826</b>	<b>952,094</b>	<b>1,685,320</b>	<b>474,914</b>	<b>438,927</b>	<b>4,857,085</b>

Installations / Beautification	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
Capital Improvement Placemaking Projects and Activ	-	10,076	6,400	22,000	13,000	22,188	34,104	107,768
Landscaping/Beautification Salaries & W	-	92,386	37,274	84,539	166,211	44,358	48,543	473,311
Midblock Lighting	-	48,932	19,545	44,380	88,642	23,424	25,076	250,000
<b>Total</b>	<b>-</b>	<b>151,395</b>	<b>63,219</b>	<b>150,919</b>	<b>267,853</b>	<b>89,970</b>	<b>107,724</b>	<b>831,079</b>

Safety and Homeless Outreach Services	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
Safety and Homeless Outreach Services	54,600	90,359	146,809	83,098	158,077	153,800	160,000	846,743
Safety Contracted Services	-	490,759	111,118	385,303	1,018,039	111,118	174,391	2,290,729
<b>Total</b>	<b>54,600</b>	<b>581,118</b>	<b>257,927</b>	<b>468,402</b>	<b>1,176,116</b>	<b>264,918</b>	<b>334,392</b>	<b>3,137,472</b>

Admin	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
Audit & Accounting Services	730	2,793	1,116	2,533	5,060	1,337	1,431	15,000
Program Management & CEP	6,844	26,198	10,464	23,761	47,458	12,541	13,426	140,691
General Liability Ins.	8,367	32,028	12,793	29,048	58,019	15,332	16,413	172,000
Office Supplies/Sanitation	1,703	6,517	2,603	5,911	11,806	3,120	3,340	35,000
Payroll Services / Web Services	600	1,259	743	1,686	3,368	890	953	9,500
Parking	1,313	5,028	2,008	4,560	9,108	2,407	2,577	27,000
Community/Board Meetings/ Misc.	49	186	74	169	337	89	95	1,000
Training/Conferences	949	3,631	1,450	3,293	6,578	1,738	1,861	19,500
Rents / Leases	6,384	24,440	9,762	22,166	44,273	11,699	12,525	131,250
Office Space Electric Services	341	1,303	521	1,182	2,361	624	668	7,000
Legal Expense	10,702	40,966	16,363	37,155	74,210	19,610	20,994	220,000
IT Support	2,000	3,415	1,564	3,550	5,591	1,874	2,006	20,000
Admin - Salaries & Wages	130,436	55,681	22,227	51,077	98,629	26,461	29,958	414,659
<b>Total</b>	<b>170,406</b>	<b>203,446</b>	<b>81,689</b>	<b>186,092</b>	<b>366,798</b>	<b>97,922</b>	<b>106,246</b>	<b>1,212,600</b>

Other	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
City Fee	7,296	27,931	11,157	25,333	50,598	13,371	14,314	150,000
Assessment Delinquency	17,686	67,704	27,043	61,405	122,646	32,410	34,656	363,591
<b>Total</b>	<b>24,983</b>	<b>95,635</b>	<b>38,200</b>	<b>86,738</b>	<b>173,244</b>	<b>45,780</b>	<b>49,010</b>	<b>513,591</b>

CEP Exclusive	CEP							
Business Attraction & Retention	108,897							108,897
Property Marketing	108,897							108,897
<b>Total</b>	<b>217,795</b>							<b>217,795</b>

Total Expenses	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
Subtotal	\$ 530,471	\$ 1,901,858	\$ 818,661	\$ 1,844,245	\$ 3,669,332	\$ 973,507	\$ 1,031,298	\$ 10,769,572
General Benefit (Non-Assessment)**	\$ 16,498	\$ 59,148	\$ 25,467	\$ 57,356	\$ 114,116	\$ 30,276	\$ 32,073	\$ 334,934
<b>Total</b>	<b>\$ 546,969</b>	<b>\$ 1,961,005</b>	<b>\$ 844,327</b>	<b>\$ 1,901,601</b>	<b>\$ 3,783,449</b>	<b>\$ 1,003,783</b>	<b>\$ 1,063,372</b>	<b>\$ 11,104,506</b>

	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
FY22 Revenue	\$ 530,471	\$ 1,901,858	\$ 818,661	\$ 1,844,245	\$ 3,669,332	\$ 973,507	\$ 1,031,298	\$ 10,769,572
FY22 Expenses:	\$ 530,471	\$ 1,901,858	\$ 818,661	\$ 1,844,245	\$ 3,669,332	\$ 973,507	\$ 1,031,298	\$ 10,769,572
Variance	\$ (0)	\$ 0	\$ (0)	\$ (0)	\$ (0)	\$ 0	\$ 0	\$ 0

\* Neighborhood percentage is based off of Assessment Revenue only

\*\* General Benefit is 3.11% of Budgeted Amount and is based on value and not accrual cash

The broader budget categories may be adjusted by up to fifteen percent (15%) of the total. There is no limitation on the reallocation of funds between individual line budget.

Budget is based on a 5% increase

Assessment Delinquency is 3.5% of total budget decrease federal assessment



Downtown San Diego Clean and Safe  
FY22 Proposed Budget Review  
FY22 General Benefit Breakdown

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FY22 General Benefit	Amount
Gas Tax	\$23,254
Water Feature	15,000
Grants (Housing Commission, Parking District)	1,784,160
<b>Total Projected General Benefit Funding</b>	<b>\$1,822,414</b>
<b>Required 3.11% General Benefit Funding</b>	<b>334,934</b>
<b>Variance</b>	<b>\$1,487,480</b>



# Clean & Safe FY22 Contract Services

Following is a summary of our negotiated rates with the Clean & Safe contractors for FY22. Negotiated rates are provided for review and approval by the Downtown San Diego Partnership's Clean & Safe Board, and Board of Directors.

## **Tree Trimming - Neighborhoods**

Aztec Landscaping provides tree trimming services in all six neighborhoods. Landscaping increased the per-tree cost from \$66.63 to \$66.95 due to the living wage.

***Action Item 1: Staff recommendation is to offer Aztec Landscaping the FY22 tree trimming contract for the neighborhoods with the requested increase rate. Service levels will be decreased 14% compared to FY21.***

Service	FY21	FY22
Tree Trimming	\$81,145	\$58,115
Trees Trimmed	1,091	933

## **Water Feature Maintenance**

California Aquatics provides general maintenance services to Children's Pond five days a week. Last year's budget included only six months of service. Construction continues to be delayed and the FY22 budget is more conservative to service the pond for 12 months due to ongoing city construction is delays at Children's Park.

***Action Item 2: Staff recommendation is to offer California Aquatics the FY22 water feature maintenance contract.***

Service	FY21	FY22
Water Feature Maintenance	\$15,000	\$30,000
Service Level	5 days perweek (six month)	5 days per week

## **Pressure Washing**

Aztec Landscaping provides services in five neighborhoods. Aztec Landscaping contract contemplates an increase of 1.5% in service rates for FY22 due to the anticipated rise in the living wage. FY21 rate \$46.43 -\$48.18 a sidewalk to FY22 rate of \$47.13 -\$48.90 a sidewalk.

***Action Item 3: Staff recommendation is to offer AZTEC Landscaping the FY22 pressure washing contract with the requested increase. Service levels will be increased by 16% compared to FY21.***

Service	FY21	FY22
Pressure Washing	\$791,534	\$936,996
Sidewalks	16,692	19,415

**Pressure Washing**

South Bay Pressure Washing provides services to the Gaslamp neighborhood. South Bay Pressure Washing contract does not contemplate an increase in service rates for FY22, which remains at \$50 per sidewalk. However, we will be adding additional deep cleaning to 60 sidewalks at \$200 a sidewalk.

***Action Item 4: Staff recommendation is to offer South Bay the FY22 pressure washing contract with the requested increase. Service levels will be increased by 7% compared to FY21.***

<b>Service</b>	<b>FY21</b>	<b>FY22</b>
Pressure Washing	\$170,400	\$183,450
Sidewalks	3,264	3,489

**Safety/Security**

Allied Universal Service provides security patrols to all six neighborhoods. We plan to increase the level of service due to community feedback. Overall, security patrol staffing is expanding from 33 FTE'S to 36 FTE'S for the Downtown. The cost per hour of service from Allied has increased by 2.4.% to accommodate the projected living wage increase, equipment repairs, and increase to insurance.

***Action Item 5: Staff recommendation is to offer Allied Universal Protection Service the FY22 security contract with the requested increase.***

<b>Service</b>	<b>FY21</b>	<b>FY22</b>
Safety Services	\$2,082,624	\$2,290,729
Annual Hours	83,200	88,608

Downtown San Diego Clean and Safe  
FY '21-'22 Budget

CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	TOTAL*
4.86%	18.62%	7.44%	16.89%	33.73%	8.91%	9.54%	100.00%
0.00%	19.57%	7.82%	17.75%	35.46%	9.37%	10.03%	100.00%

Revenue	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
Assessments	\$ 513,786	\$ 1,966,801	\$ 785,611	\$ 1,783,831	\$ 3,562,880	\$ 941,505	\$ 1,007,921	\$ 10,562,336
Decrease Federal Assessment	-	(134,550)	-	-	(18,771)	-	(20,697)	(174,018)
Water Feature Reimbursement (50%)	-	1,821	2,135	2,486	3,076	1,427	4,055	15,000
Median Maintenance Reimbursement	-	3,917	5,603	-	6,446	-	7,289	23,254
Carry Forward	16,685	63,870	25,512	57,928	115,701	30,574	32,731	343,000
<b>Total:</b>	<b>530,471</b>	<b>1,901,858</b>	<b>818,861</b>	<b>1,844,245</b>	<b>3,669,332</b>	<b>973,506</b>	<b>1,031,298</b>	<b>10,769,572</b>

Expenses	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
<b>Maintenance</b>								
Maintenance Salaries & Wages	-	519,351	247,989	614,614	931,662	270,944	239,212	2,823,772
Vehicle Insurance	-	4,110	1,642	3,728	7,446	1,968	2,106	21,000
Cleaning & Janitorial Supplies	-	37,189	13,854	33,729	67,368	17,802	20,058	190,000
Vehicle Repair & Maintenance	-	13,359	5,336	12,116	24,199	6,395	6,846	68,250
Vehicle Fuel	-	16,935	6,764	15,359	30,677	8,107	8,678	86,520
Waste Removal	-	17,224	6,880	15,622	31,202	8,245	8,827	88,000
Uniforms	900	3,015	1,564	3,550	7,091	1,874	2,006	20,000
Equipment Leasing / Purchasing	-	18,594	7,427	16,865	33,684	8,901	9,529	95,000
Electric Services	-	7,829	3,127	7,101	14,183	3,748	4,012	40,000
Water Services	-	6,851	2,736	6,213	12,410	3,279	3,511	35,000
Maintenance and Safety Phone Services	2,286	8,752	3,496	7,938	15,854	4,189	4,485	47,000
Data Tracking	1,955	7,486	2,990	6,789	13,560	3,583	3,836	40,200
Powerwashing	57,546	179,612	60,827	183,450	442,797	108,878	83,121	1,116,230
Streetscape + Landscaping	-	14,606	3,255	14,616	27,090	10,496	14,525	84,587
Tree Trimming MTS	-	2,477	536	-	2,678	-	-	5,691
Tree Trimming Neighborhood	-	8,034	4,520	4,820	16,068	10,444	12,854	56,741
Tree Trimming Palm Trees	-	1,200	612	612	1,200	3,210	2,210	9,044
Water Feature Maintenance + Utilities	-	3,641	4,271	4,973	6,153	2,853	8,109	30,000
Wayfinding Signage Maintenance	-	-	-	-	-	-	-	-
<b>Total:</b>	<b>62,687</b>	<b>870,264</b>	<b>377,826</b>	<b>952,094</b>	<b>1,685,320</b>	<b>474,916</b>	<b>433,927</b>	<b>4,857,035</b>

Installations / Beautification	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
Capital Improvement Placemaking Projects and Activiti	-	10,076	6,400	22,000	13,000	22,188	34,104	107,768
Landscaping/Beautification Salaries & Wages	-	92,386	37,274	84,539	166,211	44,358	48,543	473,311
Midblock Lighting	-	48,932	19,545	44,380	88,642	23,424	25,076	250,000
<b>Total</b>	<b>-</b>	<b>151,395</b>	<b>63,219</b>	<b>150,919</b>	<b>267,853</b>	<b>89,970</b>	<b>107,724</b>	<b>831,079</b>

Safety and Homeless Outreach Services	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
Safety and Homeless Outreach Services -	54,600	90,359	146,809	83,098	158,077	153,800	160,000	846,743
Safety Contracted Services	-	490,759	111,118	385,303	1,018,039	111,118	174,391	2,290,729
<b>Total</b>	<b>54,600</b>	<b>581,118</b>	<b>257,927</b>	<b>468,402</b>	<b>1,176,116</b>	<b>264,918</b>	<b>334,392</b>	<b>3,137,472</b>

Admin	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
Audit & Accounting Services	730	2,793	1,116	2,533	5,060	1,337	1,431	15,000
Program Management & CEP	6,844	26,198	10,464	23,761	47,458	12,541	13,426	140,691
General Liability Ins.	8,367	32,028	12,793	29,048	58,019	15,332	16,413	172,000
Office Supplies/Sanitation	1,703	6,517	2,603	5,911	11,806	3,120	3,340	35,000
Payroll Services / Web Services	600	1,259	743	1,686	3,368	890	953	9,500
Parking	1,313	5,028	2,008	4,560	9,108	2,407	2,577	27,000
Community/Board Meetings/ Misc.	49	186	74	169	337	89	95	1,000
Training/Conferences	949	3,631	1,450	3,293	6,578	1,738	1,861	19,500
Rents / Leases	6,384	24,440	9,762	22,166	44,273	11,699	12,525	131,250
Office Space Electric Services	341	1,303	521	1,182	2,361	624	668	7,000
Legal Expense	10,702	40,966	16,363	37,155	74,210	19,610	20,994	220,000
IT Support	2,000	3,415	1,564	3,550	5,591	1,874	2,006	20,000
Admin - Salaries & Wages	130,426	55,681	22,227	51,077	98,629	26,661	29,958	414,659
<b>Total</b>	<b>170,406</b>	<b>203,446</b>	<b>81,689</b>	<b>186,092</b>	<b>366,798</b>	<b>97,922</b>	<b>106,246</b>	<b>1,212,600</b>

Other	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
City Fee	7,296	27,931	11,157	25,333	50,598	13,371	14,314	150,000
Assessment Delinquency	17,686	67,704	27,043	61,405	122,646	32,410	34,696	363,591
<b>Total</b>	<b>24,983</b>	<b>95,635</b>	<b>38,200</b>	<b>86,738</b>	<b>173,244</b>	<b>45,780</b>	<b>49,010</b>	<b>513,591</b>

CEP Exclusive	CEP	Total
Business Attraction & Retention	108,897	108,897
Property Marketing	108,897	108,897
<b>Total</b>	<b>217,795</b>	<b>217,795</b>

Total Expenses	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
Subtotal	\$ 530,471	\$ 1,901,858	\$ 818,861	\$ 1,844,245	\$ 3,669,332	\$ 973,507	\$ 1,031,298	\$ 10,769,572
General Benefit (Non-Assessment)**	\$ 16,498	\$ 59,148	\$ 25,467	\$ 57,356	\$ 114,116	\$ 30,276	\$ 32,073	\$ 334,934
<b>Total</b>	<b>\$ 546,969</b>	<b>\$ 1,961,005</b>	<b>\$ 844,327</b>	<b>\$ 1,901,601</b>	<b>\$ 3,783,449</b>	<b>\$ 1,003,783</b>	<b>\$ 1,063,372</b>	<b>\$ 11,104,506</b>

	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	Total
FY22 Revenue	\$ 530,471	\$ 1,901,858	\$ 818,861	\$ 1,844,245	\$ 3,669,332	\$ 973,506	\$ 1,031,298	\$ 10,769,572
FY22 Expenses:	\$ 530,471	\$ 1,901,858	\$ 818,861	\$ 1,844,245	\$ 3,669,332	\$ 973,507	\$ 1,031,298	\$ 10,769,572
<b>Variance</b>	<b>\$ (0)</b>	<b>\$ 0</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

\* Neighborhood percentage is based off of Assessment Revenue only

\*\* General Benefit is 3.11% of Budgeted Amount and is based on value and not accrual cash

The broader budget categories may be adjusted by up to fifteen percent (15%) of the total. There is no limitation on the reallocation of funds between individual line budget.

Budget is based on a 5% increase

Assessment Delinquency is 3.5% of total budget decrease federal assessment