

8:30 am Call Meeting to Order

- Agenda Public Comment
- Next Board Meeting: June 20, 2023 (In Person)
- Approve minutes of January 17, 2023, Board Meeting | **Action**

Phil Rath Chairman's Report

- Approve East Village Board Seat Recommendation: Dr. John Parker | **Action**
- Clean & Safe Survey Results | **Informational**
- Approve FY23-24 Budget and FY23-24 Contractors | **Action**

Non-Agenda Public Comment

Adjourn Meeting

In-Person Meeting
DSDP Office
401 B Street, Suite 100
San Diego, CA 92101

THIS INFORMATION IS AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST.

To request an alternative format or to request a sign language or oral interpreter for the meeting, please contact the Clean & Safe Program office at least five (5) working days before the meeting at (619) 234-8900 to ensure availability. Assistive Listening Devices (ALDs) are available for the meeting upon advanced request.

Clean & Safe Board of Directors Meeting

January 17, 2023, Meeting Minutes

Call to Order:

Meeting commenced at 8:36 am

Clean & Safe Board of Directors Attendance:

Board members present:

- Phil Rath, Chair
- L.C. Cline
- Betsy Brennan
- Steve Kohn
- Doug Korn
- Michael Trimble
- Howard Greenberg
- Angie Webber
- Larry Seal
- Roann Gobeil

Board members not present:

- James Langley
- Mike Madigan, Treasurer
- Maria Disla
- Glenna Gasper

The following DSDP staff members were present: Alonso Vivas, Charity Jones, Rose Harris, Sean Warner

Agenda Public Comment: No Comment

Motion: Approval of minutes from the November 8, 2022, Board meeting

- 1st – Steven Kohn
- 2nd – LC Cline
- o Motion Approved

Chairman's Report: Phil Rath

- East Village Nominations Update: Nominations will be Left Open until January 31st
- Clean & Safe Survey
- Annual Community Meeting
- Remaining FY23 Meeting Dates
 - March 21, 2023
 - April – DARK
 - May 16, 2023
 - June – DARK

DSDP President/CEO Betsy Brennan Update | Informational

- General Program Update
- Civic Center Revitalization Committee to Meet with Mayor's Office
 - o Will Include Mobility Hub
- Developers Roundtable is Made Up of DSDP Members
- Homelessness Coalition: Eight Point Plan Updates will be Monthly

DSDP Clean and Safe Executive Director Alonso Vivas Update | Informational

- C&S Partnered with the City to Conduct Fourteen Block Streetlight Survey Re: Damaged Lights
- The Majority of Lights were Damaged Due to Vandalization
- 496 Lights Out Total
- C&S App Reporting Update
 - o October - December 2022 - 2,235 Service Requests Generated
- Neighborhood Hot Spots
 - o Gaslamp
 - 6th & Broadway
 - 5th & E
 - 5th & Island
 - o Marina
 - Front & Island
 - 4th & G
 - State & F
 - o East Village
 - Park & K
 - 8th & F
 - 7th & G
 - 16th & Market
 - o Cortez
 - 4th & Beech
 - 4th & Cedar
 - 10th & Beech
 - o City Center
 - Park & C
 - 5th & C
 - 4th & Broadway
 - o Columbia
 - India & Broadway
 - Kettner & A
 - Kettner & B
- Safety Services Update: July - December 2022
 - o 158,650 Security Tasks Completed

- 209 Daily Business Visits
- 17,819 Sidewalks Pressure Washed
- 122,009 Cleaning Tasks Completed
- C&S Working with Business Owners and the City to Resolve the Current Issues with Trash Cans being Left Out All Day
- 898,500 Pounds of Trash Collected between July – November 2022

DSDP Clean & Safe Director of Community Enhancement: Sean Warner Update | Informational

- Neighborhood Holiday Decorations
- Live After Five Event
- Cortez & Columbia Neighborhood Branded Street Signs

Program Manager of Unhoused Care Team Rose Harris Update | Informational

- Street Based Outreach in All Six Neighborhoods
- FY23 Outreach Enrollments: 455
- 2022 Family Reunification Program Total: 488 Individuals
- 2023 Family Reunification Program Total: 274 Individuals

General Announcement: Alonso Vivas

- C&S Partnership with East Village Association Ends February 2023

Non-Agenda Public Comment: No Comment

Adjourn: The meeting adjourned at 10:00 am

Next meeting: March 21, 2023, to be held via Zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/87879788440?pwd=S1NZSIVxNUtSNDVJT0FIRG0rT0pTQT09>

Meeting ID: 878 7978 8440

Passcode: 739691



FY23-24 Clean & Safe Draft Budget Summary

Downtown San Diego Partnership

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

401 B Street
Suite 100
San Diego, CA 92101
downtownsandiego.org

Justin Apper, Chief Operations Officer

Terri Johnson, Director of Finance & Administration

Alonso Vivas, SVP & Executive Director, DSDP Clean & Safe

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C L E A N & S A F E

February 28, 2023

Budget Summary

The FY'23-'24 PBID budget process includes an ongoing review of our current collection rates by the county and manual billing from the City. DSDP C & S staff worked closely with the City of San Diego and Advisory Board members to identify all potential areas of risk within the C&S budget. Input was provided by the C & S Community through stakeholder surveys, attendance at community meetings, dialogue at the annual Property Business Improvement District community meeting, and targeted meetings with PBID C & S neighborhood representatives.

The top-line assessment revenue number of \$11,328,447 includes an increase to assessments of 5%, with a blended delinquency rate of 4% (1.5% for the county tax assessor's billing and 8% for the city's manual billing for government and non-profit owners, excluding federal properties). A fund balance carryforward from previous fiscal years in the amount of \$500,000 is included. A portion of the Employee Retention Tax credits have been received and pending credits of \$955,634 are included in total revenue.

Expenses continue to rise at a greater rate than increases in assessment revenues. To maintain service levels as consistently as possible, we are utilizing a portion of the accumulated fund balance to reinvest in the downtown neighborhoods. In addition, we are exploring additional sources of funds for services in the downtown area. Wages and benefits have been increased to be competitive with the labor market and have been successful in recruiting and retaining team members.

Our proactive steps for financial & operational stability include:

- We continue to seek additional funds to complement the PBID services budget.
- In addition, we continue to offer services to help unhoused people by partnering with the City and the Regional Task Force for the Homeless. Which are funded outside of Assessments.
- Downtown Partnership is proactively engaging the City and County to monitor the assessments collected.
- We are preparing the PBID renewal strategy in advance of the program end date 2025.

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Overall Budget Summary

Downtown San Diego PBID Budget FY 2023 - 2024					
Overall Budget Summary	FY '22-'23 Budget	FY '22-'23 Projections	FY '23-'24 Budget	FY '22-'23 Projections vs '23-'24 Budget	% Variance
Revenue					
Assessments	\$ 11,123,201	\$ 11,505,300	\$11,767,228	\$ 261,928	2%
Fund Balance	468,000	800,000	500,000	(300,000)	-38%
Loss Provision	(467,311)	(143,816)	(438,781)	(294,965)	205%
Other Revenue	1,102,134	90,501	1,000,634	910,133	1006%
Total Revenue	12,226,024	12,251,985	12,829,081	577,096	5%
Expenses					
Maintenance	5,625,455	5,842,986	5,877,757	34,771	1%
Beautification	935,648	936,780	979,970	43,190	5%
Safety and Homeless Outreach	3,401,750	3,472,040	3,638,849	166,809	5%
Admin	1,742,216	1,709,883	1,738,501	28,618	2%
CEP	370,955	372,387	444,006	71,619	19%
Other Expenses	150,000	150,000	150,000	-	0%
Total Expenses	12,226,024	12,484,076	12,829,081	345,007	3%
Net Surplus	\$ -	\$ (232,091)	\$ -	\$ 232,089	

Downtown San Diego PBID Preliminary Budget FY 2023 - 2024

Revenue	CEP	City Center	Columbia	Gaslamp	East Village	Cortez	Marina	TOTAL
Assessments (1) (2)	581,431	2,228,432	910,957	1,966,613	3,929,823	1,041,559	1,108,413	11,767,228
Loss Provision (3)	(21,681)	(83,095)	(33,968)	(73,332)	(146,537)	(38,838)	(41,331)	(438,781)
Net Assessments	559,750	2,145,337	876,989	1,893,281	3,783,286	1,002,721	1,067,082	11,328,447
Other Revenue	-	2,200	3,200	3,200	4,200	2,200	5,000	20,000
Grants	-	4,167	4,167	4,167	4,167	4,167	4,167	25,000
ERTC (4)	47,219	180,974	73,980	159,711	319,147	84,587	90,016	955,634
Fund Balance	24,706	94,688	38,707	83,563	166,982	44,257	47,097	500,000
Total	631,675	2,427,366	997,043	2,143,923	4,277,781	1,137,931	1,213,362	12,829,081
Expenses								
Maintenance								
Maintenance Personnel	-	667,500	340,785	683,853	1,005,287	307,866	398,220	3,403,510
Consultants	-	4,411	1,803	3,893	7,779	2,062	2,194	22,142
Cleaning, Janitorial Supplies & Uniforms	-	53,291	21,785	47,030	93,979	24,908	26,507	267,500
Vehicle Repair & Maintenance	-	15,938	6,515	14,065	28,106	7,449	7,927	80,000
Vehicle Fuel	-	11,953	4,886	10,549	21,079	5,587	5,945	60,000
Vehicle Insurance	-	10,006	4,090	8,830	17,646	4,677	4,977	50,226
Waste Removal	-	27,891	11,401	24,614	49,185	13,036	13,873	140,000
Equipment Leasing / Purchasing	-	5,280	2,158	4,659	9,311	2,468	2,626	26,503
Water Services	-	5,271	2,155	4,652	9,296	2,464	2,622	26,460
Maintenance and Safety Phone Services	-	14,200	5,805	12,532	25,042	6,637	7,063	71,280
Data Tracking	-	11,595	4,740	10,232	20,447	5,419	5,767	58,200
Powerwashing	63,194	278,325	92,371	268,589	575,647	151,024	123,322	1,552,472
Streetscape + Landscaping	-	5,000	30,000	5,000	5,000	5,000	5,000	55,000
Tree Trimming Neighborhood	-	4,800	2,720	3,024	-	6,240	7,680	24,464
Water Feature Maintenance + Utilities	-	4,400	6,400	6,400	8,400	4,400	10,000	40,000
Total	63,194	1,119,861	537,614	1,107,923	1,876,204	549,236	623,724	5,877,757
Beautification								
Beautification Personnel	-	126,745	51,812	111,854	223,514	59,240	63,042	636,206
Consultants	-	4,627	1,891	4,083	8,159	2,162	2,301	23,223
Capital Improv Placemaking Projects and Activatio	-	15,833	15,833	-	-	15,833	15,833	63,333
Equipment Leasing / Purchasing	-	1,436	587	1,267	2,532	671	714	7,208
Midblock Lighting	-	49,805	20,360	43,953	87,831	23,279	24,773	250,000
Total	-	198,446	90,483	161,157	322,035	101,185	106,664	979,970
Safety and Homeless Outreach Services								
Safety & Outreach Personnel	51,652	74,116	133,601	65,408	130,704	137,945	140,168	733,594
Consultants	-	2,706	1,106	2,388	4,771	1,265	1,346	13,581
Safety Contracted Services	-	662,700	84,461	491,009	1,322,153	165,675	165,675	2,891,674
Total	51,652	739,522	219,168	558,805	1,457,628	304,885	307,189	3,638,849
Admin								
Program Admin Personnel	396	83,479	34,917	73,671	147,215	39,809	42,314	421,801
General Admin Personnel	554	34,317	14,028	30,285	60,517	16,039	17,069	172,809
Management Fee	50,712	194,362	79,453	171,526	342,755	90,844	96,675	1,026,326
Office Supplies	-	7,172	2,932	6,329	12,648	3,352	3,567	36,000
Equipment Leasing / Purchasing	820	3,145	1,285	2,775	5,545	1,470	1,564	16,605
Payroll Services / Web Services	-	7,172	2,932	6,329	12,648	3,352	3,567	36,000
Legal Expense	988	3,788	1,548	3,343	6,679	1,770	1,884	20,000
IT Support	-	3,586	1,466	3,165	6,324	1,676	1,784	18,000
Consultants	-	4,479	1,831	3,953	7,899	2,093	2,228	22,483
Contract Renewal	2,471	9,469	3,871	8,356	16,698	4,426	4,710	50,000
Community/Board Meetings/ Misc.	-	996	407	879	1,757	466	495	5,000
Gen Liab Insur	9,867	33,824	5,761	23,232	50,423	15,637	13,094	151,840
Training/Conferences	-	4,881	1,995	4,307	8,607	2,281	2,428	24,500
Rents / Parking / Utilities	-	33,942	20,656	26,490	39,319	25,942	12,591	158,938
Total	65,412	341,131	138,165	290,969	571,819	169,348	161,655	1,738,501
CEP Exclusive								
CEP Personnel	139,537	-	-	-	-	-	-	139,537
Consultants	4,468	-	-	-	-	-	-	4,468
Business Attraction & Retention	150,000	-	-	-	-	-	-	150,000
Property Marketing	150,000	-	-	-	-	-	-	150,000
Total	444,006	-	-	-	-	-	-	444,006
Other								
City Fee	7,412	28,406	11,612	25,069	50,095	13,277	14,129	150,000
Total	7,412	28,406	11,612	25,069	50,095	13,277	14,129	150,000
Total Expenses (5)	631,675	2,427,366	997,043	2,143,923	4,277,781	1,137,931	1,213,362	12,829,081
Net Income	(0)	0	0	0	0	0	0	(0)
General Benefit (Non-Assessment) (6)	19,645	75,491	31,008	66,676	133,039	35,390	37,736	398,984

(1) Neighborhood percentage is based off of assessment revenue

(2) Budget revenue is based on a 5% assessment increase

(3) Assessment delinquency is 1.5% of total County billing; plus 13% of City manual billing (after deducting Fed assessments)

(4) One-time tax refund for Employee Retention Tax Credit Program

(5) 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.

(6) General Benefit is 3.11% of budget and is based on value

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Following is a summary of our negotiated rates with the Clean & Safe contractors for FY23-24. Negotiated rates are provided for review and approval by the Downtown San Diego Partnership's Clean & Safe Board, and Downtown San Diego Partnership's Executive Board.

Pressure Washing

Aztec Landscaping will provide services in Columbia, Cortez, City Center, Marina and CEP properties. Per-sidewalk cost from \$48.32 (average) to \$50.63 (average)

Action Item 1: Staff recommendation is to offer AZTEC Landscaping the FY23-24 pressure washing contract with the requested increase in rates.

Power Washing	FY22-23	FY23-24
Budget	\$679,858	\$708,236
Sidewalks Washed	14,052	14,052

Pressure Washing

South Bay Pressure Washing will provide services to the Gaslamp and East Village neighborhood. Per sidewalk cost from \$47.70 (Average) to \$48.00 (Average)

Action Item 2: Staff recommendation is to offer South Bay the FY23-24 pressure washing contract with the requested rates.

Pressure Washing	FY22-23	FY23-24
Budget	\$876,339	\$844,236
Sidewalks washed	18,454	17,898

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Safety/Security

Inter-Con Security currently services all six neighborhoods. We plan to sustain the level of service due to community feedback and remain to 41 FTE'S for the Downtown. The cost per hour of service has increased by 11% to accommodate more competitive wages.

Action Item 3: Staff recommendation is to offer the FY23-24 security contract with the market requested increase.

Security	FY22-23	FY23-24
Budget	\$2,701,415	\$2,891,674
Annual Hours	85,280	85,280