

**TALMADGE MAINTENANCE ASSESSMENT DISTRICT  
TALMADGE COMMUNITY ASSOCIATION**



**BOARD MEETING MINUTES** – September 27, 2016 meeting  
Call to order: 6:35 PM Adjourn: 8:39 PM  
Copley-Price Family YMCA – Community Room

**Board members present:** Kelly Waggonner, Martin Flores, Fred Lindahl, Erik Judson, Rudy Heilig, John Royal, Howard Smith, Gustav Swanson, & Steve Cast.

**Board members absent:** Robin Baker, Rich Rechif, & Patrick Bingham.  
A quorum was present.

**Agenda:** Waggonner asked if there were any objections or modifications to the agenda. Hearing none, the agenda was approved.

**Minutes:** No Minutes from the May 2016 Special TMAD Workshop KTU+A Presentation.

**Treasurer's Report/Finance:** Waggonner submitted the TMAD Operating Fund report provided by the City and the Talmadge Community Association Bank of America statement (attached). Waggonner reported that she and Baker met with Rosa Lopez, Supervising Management Analyst – City of San Diego, on 09/07/16 to review TMAD financial reports and were provided the most recent fiscal year end reports for TMAD operational budget.

**San Diego Mayor's Representative's Report:**  
No representative present for Mayor's report.

**District 9 City Representatives/Business: Julio Rivera**

Rivera distributed The Emerald News.

Rivera reported that the funds for the Adams Ave & 49th Street traffic circle diverters did receive approval and the money should be available in the Fall 2016.

**City of San Diego Park and Recreation Department Report:**

Tully read his August 23, 2016 and September 27, 2016 Staff Reports (attached).

**Community Forum/Non-Agenda Public Comment:**

Mr. Ron Anderson, reported on the El Cajon Boulevard Complete Boulevard Study.

**Action Items: Historic Gate Restoration Project**

- A. Waggonner – To authorize the release of an additional \$90,000 TMAD funds to the Gate Restoration CIP to construct bulb-outs at the three giraffe style gates locations (Highland & Monroe, Madison & 49<sup>th</sup>, and Adams & 49<sup>th</sup>) and to provide additional protection to the rehabilitated and replicated lantern fixtures.  
Motion to approve by Swanson and seconded by Royal. 7/1/1 Motion was approved. Judson and Swanson volunteered to search for grant opportunities to provide the needed funding for the protection of the historic gates by the bulb-outs. Judson mentioned reaching out to Supervisor Ron Roberts' office for potential funding.

**TMAD Sub Committee Reports:****Capital Projects:**

Lindahl reported that contractor, Iron Express (IE), began their gate removal process on Monday, September 19, 2016 at Highland and Monroe. The contractor removed the two gates at Highland and the west gate on Euclid Ave. IE moved in an easterly direction and had all gates removed by Friday, September 23, 2016. The contractor will disassemble the gates and send fixtures to Gibson & Gibson. IE will then begin the arduous process of removing decades of paint to expose and to be able to see the true condition of the gate material.

**Roads and Walks:**

Flores and Judson reported that the Subcommittee will present at the October 25, 2016 meeting.

Motion was made by Swanson to adjourn the meeting – seconded by Royal. Motion was approved unanimously. Meeting adjourned at approximately 8:10 p.m.

Company Name: Talmadge Community Association  
 Period End: 8/31/2016

Bank Name: Bank of America  
 Bank Account: 0001 6602 2323

<b>Adjust cash account in check register (Section 1)</b>		
Balance per check register		3,072.89
<i>Adjustments to cash account (based on bank statement):</i>		
Add:	Bank interest	
Subtract:	Bank charges	
Adjusted cash account in check register		3,072.89
<b>Adjust balance on bank statement (Section 2)</b>		
Balance per bank statement		4,499.89
<i>Adjustments to bank statement balance (based on accounting records):</i>		
Add:	Deposits in transit	-
Subtract:	Checks issued, but have not cleared bank	- 1,427.00
Adjusted balance per bank statement		3,072.89
<b>Compare adjusted balances (Section 3)</b>		
Adjusted cash account in check register		3,072.89
Adjusted balance per bank statement		3,072.89
Difference		-
<b>Reconciling items</b>		
Item c – short description		
...		
...		
...		
Total reconciling items (= Difference)		-

<b>Beginning Balance</b>	3,329.89	
7/18/2016 Waggoner	500.00	Donor Letter Sent- Deposit to General Fund
7/26/2016 CK# 1053 CA Secretary of State	20.00	FY 16 Annual S1-100 Information Statement
8/8/2016 Deposit for TalCom	500.00	
8/29/2016 Cash	170.00	NO Donor Letter Sent- Deposit to General Fund
8/29/2016 CK #1054 AMS	1,407.00	Annual insurance premium: 9/5/16 to 9/5/17
<b>Ending Balance</b>	3,072.89	
<b>Restricted Fund Detail</b>		
TCA General	359.28	
TalCom	2,713.61	As per Robin Behm
	3,072.89	
ESTIMATED Annual TCA Expense	1,533.00	<b>Includes annual insurance &amp; PO box rent</b>



**OPERATING**

DR (CR)

Operating expenses are directly initiated by MAD staff. All CIP transactions are initiated by the Engineering and Capital Projects Department.

Park and Recreation Department - Open Space Division  
Maintenance Assessment Districts Program  
Talmadge Maintenance Assessment District

Fund 200076

	FY 2014	FY 2015	FY 2016	[a]	[b]	[c]	[c]-[a]-[b]	FY 2018
				FY 2017	FY 2017	FY 2017	FY 2017	FY 2018
				ACTUAL	PRE-ENCUMBRANCE S & S	BUDGET	AVAILABLE BUDGET	BUDGET
	July 1, 2013 to June 30, 2014	July 1, 2014 to June 30, 2015	July 1, 2015 to June 30, 2016	July 1, 2016 to June 30, 2017	July 1, 2016 to June 30, 2017	July 1, 2016 to June 30, 2017	July 1, 2016 to June 30, 2017	July 1, 2017 to June 30, 2018
	UNAUDITED	UNAUDITED	UNAUDITED	UNAUDITED	UNAUDITED	UNAUDITED	UNAUDITED	UNAUDITED
	OPERATING	OPERATING	OPERATING	AS OF 08.18.16	AS OF 08.18.16	AS OF 08.18.16	AS OF 08.18.16	AS OF 08.18.16
<b>District Expenditures</b>								
<b>Supplies</b>								
Office Supplies			993.60					
Postage/Mailing						700.00	700.00	
Chemicals						100.00	100.00	
Unclassified Materials & Supplies			2,155.00			300.00	300.00	
Lighting Fixtures	(10.00)	932.67						
Misc. Supplies - Spray Paint for Gates, Wall Repair Material, Postage etc.	(10.00)	932.67	3,148.60			1,100.00	1,100.00	
<b>Subtotal</b>								
<b>Contract Services</b>								
Construction-Contr Account GL 512025(S-00876 Street Light Restoration)		75,000.00						
Talmadge Newsletter - City Print Shop & Mailroom Svcs.		357.30				600.00	600.00	
Landscape Services - Landcare Logic; Contract Expiration: 10/31/17	8,412.62	7,630.20	21,997.83	813.90	8,743.83	9,878.00	320.27	
Tree Trimming	2,438.00	4,950.00				5,000.00		
Electrical Services - Repair electrical outlets in Traffic Circle	1,000.00					500.00		
Feasibility Study for Traffic Calming Design: KTU-A (GL 512059)		2,878.00	21,912.00	210.00	500.00	5,000.00	4,290.00	
Miscellaneous Professional/Technical Services								
Hoover Tree Installation/Maintenance Project (concrete cut-outs, water, etc.)								
Other Unidentified Future CIP/Other Non-Personnel Expense (GL 512142)								
Signage						5,000.00	5,000.00	
Unidentified Budget GL 512117		1,500.00						
Traffic Circle Graffiti Coating (Nature's Element); Prior Yr Costs (GL 512187)	1,910.62	92,315.50	43,909.83	1,023.90	14,243.83	25,978.00	10,710.27	
<b>Subtotal</b>								
<b>Maintenance Assessment Charges</b>								
Grounds Maintenance Manager/Contract Inspector	8,585.00	17,365.00	17,049.00			17,390.00	17,390.00	
Vehicle Assignment and Usage	585.00	1,166.00	1,224.00			1,285.00	1,285.00	
Special Districts Administration	4,493.00	2,269.00	2,269.00			2,314.00	2,314.00	
<b>Subtotal</b>								
	13,667.00	20,800.00	20,542.00			22,673.00	22,673.00	
<b>Utilities</b>								
Unallocated reserve - Utility cost exceeds pre-calculated budget amount						762.00	762.00	
Electrical Services, Special Street Lighting, Water, and Storm Drain	4,431.22	4,529.81	4,260.31	413.80		4,988.00	4,574.20	
<b>Subtotal</b>								
	4,431.22	4,529.81	4,260.31	413.80		5,750.00	5,336.20	
<b>Contingency Reserve</b>								
	29,998.84	118,577.98	71,860.74	1,437.70	14,243.83	152,120.00	136,438.47	
<b>TOTAL DISTRICT EXPENDITURES</b>								
	(159,394.40)	(195,309.66)	(155,433.21)	(109.25)		(157,218.00)	(157,218.00)	
<b>District Revenues</b>								
Property Taxes								
Special Assessments								
City Contributions (Real Estate Taxes)		(1,759.24)	(1,399.14)				109.25	
Charges for Current Services								
Interest on Pooled Investments	(774.00)	(2,091.78)	(850.00)			(872.00)	(872.00)	
Gas Tax Fund			(3,585.48)	1,234.64		(4,400.00)	(5,634.64)	
General Benefit Offset (2.4%)						(1,891.00)	(1,891.00)	
Transfers Between Dpts	(4,999.09)	(3,542.33)	(1,746.93)					
<b>TOTAL DISTRICT REVENUES</b>								
	(165,167.46)	(162,703.01)	(163,004.76)	1,125.39		(164,381.00)	(165,506.39)	
	(135,168.64)	(44,125.03)	(91,144.02)	2,563.09	14,243.83	(12,261.00)	(29,067.92)	



THE CITY OF SAN DIEGO  
PARK AND RECREATION DEPARTMENT  
TALMADGE MAINTENANCE ASSESSMENT DISTRICT  
AUGUST 23, 2016 STAFF REPORT

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**Traffic Circle:**

- The irrigation has been programmed to meet the mandatory drought restrictions. The Park and Recreation Department has been directed to cut eight percent (8.0 %) of its irrigation water use based on 2013 irrigation water use figures. The plant material is healthy and doing fine with the water reduction.
- On August 12, 2016, the landscaped areas were weeded and the general area was cleaned.

**“Hoover” Trees:**

- The Landscape Contractor is watering the twenty-seven newly planted trees behind Hoover High School once a week. If any additional watering is required, the City is performing that service. Also, a dead Crape Myrtle tree, a *Lagerstroemia indica* “Natchez”, was removed and a new tree was planted at 4537 Estrella Avenue on August 17, 2016.

**CIP Historical Gate Restoration:**

- The City held a pre-construction meeting for the restoration of the Historical Talmadge Gates project on August 10, 2016, from 9:30 a.m. to 11:00 a.m., at 9485 Aero Drive, San Diego, CA 92123. In the pre-construction meeting, necessary contractor requirements for this project were reviewed and covered, so construction may begin. Construction is scheduled to begin in the month of September 2016. Ramona Paving and Construction Company will be the General Contractor for this project.

**Other:**

- **Sign Toppers:** The Mayor’s Office is currently reviewing the sign topper issue. Mr. Mike Hansen, Director of Land Use and Environmental Policy, is the most knowledgeable person regarding the sign topper issue. He may be reached at (619) 533-3983.
- **House Side Shields For Talmadge:** Five glass globes with house side shields have been purchased by the T-MAD. The Park and Recreation Department is working with Street Division to install the glass globes with shields and utilize the glass globes being replaced with shields to replace broken globes in the T-MAD. The work is scheduled to take place in early September.

- **New San Diego Municipal Code Update For The MADs:** The new San Diego Municipal Code for the Maintenance Assessment Districts was approved on May 24, 2016 by the City Council. The item was placed on the Consent Agenda and passed. The Council Policy for the new San Diego Municipal Code for the MADs passed the Public Safety and Livable Neighborhoods Committee on July 13, 2016. It is scheduled to go before Full Council in September 2016.

Respectfully submitted,

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**THE CITY OF SAN DIEGO  
PARK AND RECREATION DEPARTMENT  
TALMADGE MAINTENANCE ASSESSMENT DISTRICT  
SEPTEMBER 27, 2016 STAFF REPORT**

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**Traffic Circle:**

- The irrigation has been programmed to meet the mandatory drought restrictions. The Park and Recreation Department has been directed to cut eight percent (8.0 %) of its irrigation water use based on 2013 irrigation water use figures. The plant material is healthy and doing fine with the water reduction.
- On September 9, 2016, the landscaped areas were weeded and the general area was cleaned.

**“Hoover” Trees:**

- The Landscape Contractor is watering the twenty-seven newly planted trees behind Hoover High School once a week. If any additional watering is required, the City is performing that service. A dead African Sumac tree within the MAD was removed and replaced at Monroe Avenue and Euclid Avenue on September 15, 2016.

**CIP Historical Gate Restoration:**

- The Historical Gate Restoration project has started. The Contractor, Iron Express, started removing the gates on September 19, 2016, and completed the removals on September 24, 2016. The gates were transported to the Powder One Company for storage, evaluation, and repairs. The project is scheduled to be completed in 120 days.

**Other:**

- **Sign Toppers:** The Mayor’s Office is currently reviewing the sign topper issue. Mr. Mike Hansen, Director of Land Use and Environmental Policy, is the most knowledgeable person regarding the sign topper issue. He may be reached at (619) 533-3983.
- **House Side Shields For Talmadge:** The five glass globes with house side shields are scheduled to be installed on Wednesday, September 28, 2016. The glass globes being replaced with globes with shields will be used to replace broken globes in the District.
- **New San Diego Municipal Code Update For The MADs:** The Council Policy for the new San Diego Municipal Code for the Maintenance Assessment Districts was approved on September 12, 2016 by the City Council. The new San Diego Municipal Code for the Maintenance Assessment Districts is now in effect.

*September 27, 2016  
Talmadge MAD  
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Respectfully submitted,

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