



THE CITY OF SAN DIEGO



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# DISTRICT MANAGEMENT PLAN for the proposed

## AZALEA PARK MAINTENANCE ASSESSMENT DISTRICT

**in accordance with the provisions of the**

**San Diego Maintenance Assessment District Procedural Ordinance  
of the San Diego Municipal Code**

**Prepared For  
City of San Diego, California**



**Prepared By**  
**EFS Engineering, Inc.**  
P.O. Box 22370  
San Diego, CA 92192-2370  
(858) 752-3490

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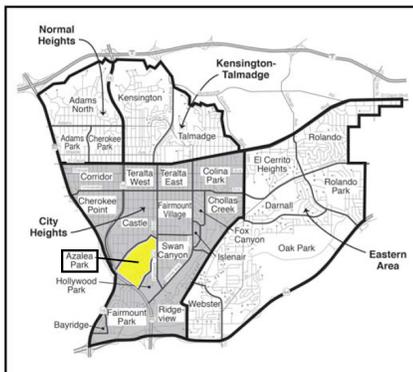
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## **ATTACHMENTS**

**Attachment 1:** List of District Parcels

# District Management Plan for the proposed Azalea Park Maintenance Assessment District

## Introduction



Property owners located in the Azalea Park neighborhood (highlighted at left) of the City Heights community of the Mid City Communities Plan area have approached the City of San Diego (City) to request consideration for the formation of a maintenance assessment district to fund enhanced improvements and activities in the area. The City has retained EFS Engineering, Inc. to prepare a District Management Plan (Plan) and Engineer's Report for the formation of the proposed district.

This Plan, prepared in accordance with the requirements set forth in §65.0202 of the "San Diego Maintenance Assessment District Procedural Ordinance" (being Division 2, Article 5, Chapter 6 of the *San Diego Municipal Code*), outlines the framework of the proposed district and is comprised of the following sections:

- **District Name**
- **District Boundary**
- **Improvements & Activities**
- **Estimated Costs & Funding Sources**
- **Assessment Methodology**
- **District Administration**
- **List of District Parcels**

Following City approval of this Plan and corresponding Engineer's Report, the district formation committee can initiate a formal petition drive to demonstrate to the City that sufficient support exists to proceed with an assessment ballot proceeding for formation of the proposed district.

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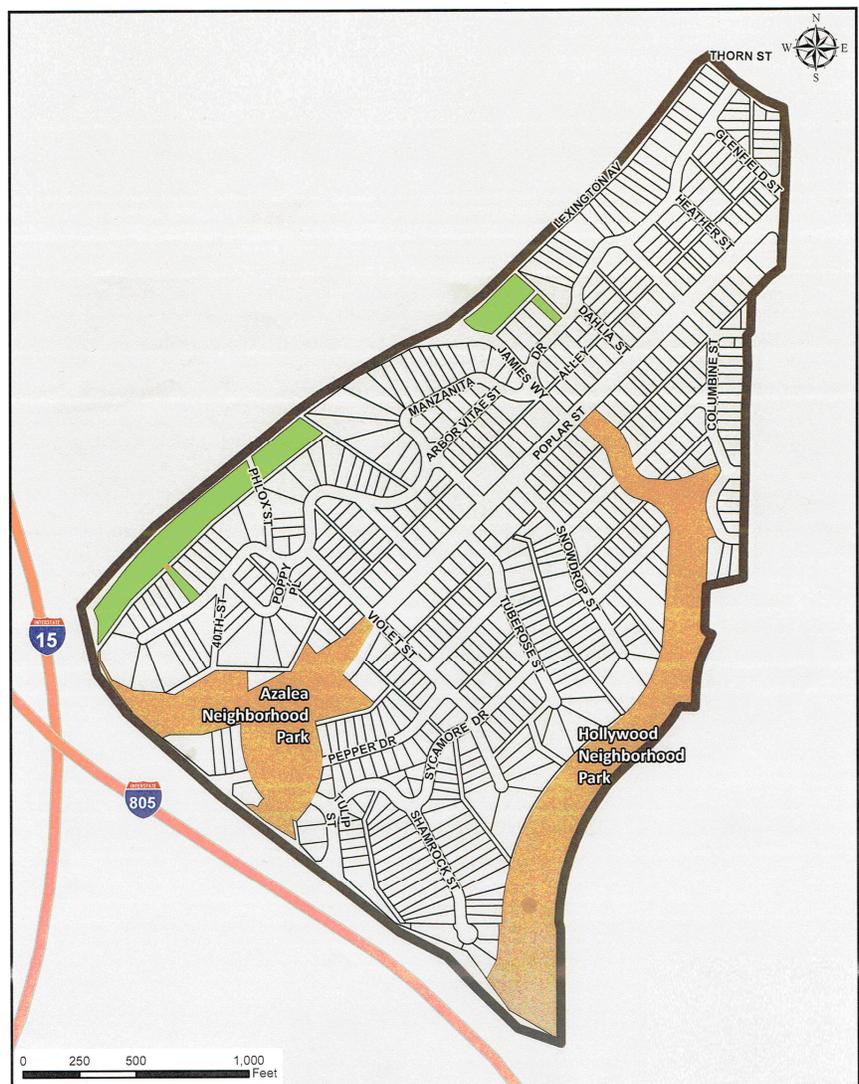
## District Name

The name of the proposed district is the “Azalea Park Maintenance Assessment District” (District).

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## District Boundary

The proposed District (shown in **Figure 1** below) includes approximately 573 parcels, and is generally bounded southwesterly by Interstate 805, northwesterly by Manzanita Canyon, northerly by Manzanita Place, easterly by Fairmount Avenue (excluding fronting properties), and southeasterly by Hollywood Park.



**FIGURE 1 – Boundary of Proposed Azalea Park Maintenance Assessment District**

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## Improvements & Activities

The assessments levied as part of the proposed District will be used to fund specifically identified improvements and activities within the District. The proposed District improvements and activities include:

- **Security Services** – Safety and security is a primary goal of the District. Security services for regularly scheduled patrols of the public right-of-way will be provided by a third-party vendor. The security services will include:
  - Patrolling strategic beats on foot, bicycle and/or vehicle
  - Responding to calls for assistance
  - Reporting maintenance issues to service providers
  - Providing safe escort
  - Conducting security checks to curb illegal and nuisance activity
  - Reporting of loitering, panhandling, public intoxication, public consumption of alcohol or drugs, public urination, intimidating public behavior, and other nuisance activity
  - Maintain unimpeded access to public right-of-way
  - Observing and reporting problems or criminal activity
  - Maintaining communication with the San Diego Police Department (SDPD) to report illegal activity
  - Appearing and giving testimony by deposition or in court
  - Working with the SDPD’s Homeless Outreach Team (HOT) and City Environmental Services as appropriate to address illegal camping, trespassing, and dumping of refuse
  - Engaging homeless persons to provide information about local and state laws, and availability of social services
  - Making contact with businesses
  - Participating in meetings with the District Steering Committee, and public and private partners
  - Providing security updates to stakeholders
  - Performing other specific duties as assigned
  - Assisting with homeless counts
  - Entering all service activity into a data management and analysis software system
  - Conducting routine patrols and assisting with animal control
- **Litter & Large Item Debris Removal** – Removal of litter from sidewalk right-of-ways, curbs, gutters, tree wells, alleys, and landscape areas. Emptying of District-owned trash receptacles.

Removal of illegally dumped trash, large item debris and abandoned personal property located in the public right-of-way (including alleys). Removal of public safety and sanitation hazards (e.g., human and animal waste, syringes and other drug paraphernalia, toiletry products, etc.).

- **Sidewalk Maintenance, Landscaping & Watering** – Sweeping and removal of weeds in public right-of-ways. Document and report sidewalk and other safety hazards. Report damage to meter boxes and street vaults. Service may also include right-of-way tree planting, watering, and tree trimming.
- **Graffiti Removal** – Removal of graffiti and stickers from public locations (e.g., utility boxes, street signs, mailboxes, alleys, other public right-of-way, etc.).
- **Power Washing** – Power wash sidewalks and public areas.
- **District Identity Improvements** – Activities may include neighborhood signage and monumentation, community gardens, parklets, vehicular calming enhancements, pedestrian street lights, and bike lanes.
- **Other Improvements** – The assessments may be used to fund other improvements and activities of like character and nature only to the extent that such improvements and activities are consistent with the proposed assessment methodology.

The City will continue to provide a standard (baseline) level of service to the parcels located in the proposed District. The improvements and activities funded by the assessments will be over and above the City's baseline level of service.

The proposed assessments will be used to fund the aforementioned improvements and activities along the following service corridors:

- **Poplar Street** – Azalea Park to Fairmount Avenue
- **Tulip Street** – East side of I-805 to Pepper Drive
- **Sycamore Drive** – Tulip Street to Tuberosa Street, and Snowdrop Street to eastern cul-de-sac
- **Manzanita Drive** – Western cul-de-sac to Manzanita Place
- **Manzanita Place** – Manzanita Drive to Fairmount Avenue
- **Jamies Way** – Manzanita Drive to Poplar Street
- **Glenfield Street** – Manzanita Drive to Fairmount Avenue
- **Heather Street** – Manzanita Drive to Poplar Street

- **Columbine Street** – Manzanita Drive to Fairmount Avenue
- **Pepper Drive** – Western cul-de-sac to Violet Street, Violet Street to Tuberosa Street, and Snowdrop Street to Columbine Street
- **Dahlia Avenue** – Manzanita Drive to Poplar Street
- **Snowdrop Street** – Manzanita Drive to Poplar Street, and Poplar Street to southern cul-de-sac
- **Tuberosa Street** – Manzanita Drive to Poplar Street, Poplar Street to southern cul-de-sac
- **Arbor Vitae Drive** – Snowdrop Street to Manzanita Drive
- **Poppy Place** – Manzanita Drive to Manzanita Drive
- **Violet Street** – Manzanita Drive to southern cul-de-sac
- **Shamrock Street** – Sycamore Drive to southern cul-de-sac
- **Olive Street** – Columbine Street to alley before Fairmount Avenue
- **Quince Street** – Columbine Street to alley before Fairmount Avenue
- **Alleys** – All alleys located within District boundary

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## Estimated Costs & Funding Sources

The estimated annual costs associated with the proposed District improvements and activities are shown in **Table 1** below.

**TABLE 1: Estimated Annual Costs**

Item Description	Estimated Annual Cost	Comment
Security Services	\$70,000	Provided by third-party vendor
Litter & Large Item Debris Removal	\$9,200	
Sidewalk Maintenance, Landscaping & Watering	\$6,200	
Graffiti Removal	\$13,000	
Power Washing	\$5,000	
District Identity Improvements	\$6,000	
District Administration	\$9,300	GMM, annual reporting levy enrollment
District Formation	\$7,500	Formation cost of \$22.5k spread over 3-years
<b>TOTAL</b>	<b>\$126,200</b>	

The estimated annual costs associated with District improvements and activities will be funded by assessments levied on the parcels within the proposed District only to the extent that the improvements and activities confer “special benefit” on the parcels. A portion of the costs may be determined to confer “general benefit” to the public at large. The portion of costs identified as conferring “general benefit” will need to come from other (non-District) revenue sources. For additional detail as to separation and quantification of the “special benefits” associated with the proposed improvements and activities, please refer to the Engineer’s Report.

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## Assessment Methodology

The total cost associated with District improvement and activities will be assessed proportionally to the parcels in the District based on Equivalent Benefit Units (EBUs). EBUs have been determined as a function of parcel area (or number of residential units) and two factors – a Land Use Factor and a Benefit Factor – related as shown in the following equation:

$$\text{EBUs} = (\text{Acres or Units}) \times \text{Land Use Factor} \times \text{Benefit Factor}$$

The total assessment for a given parcel is equal to the parcel’s total EBUs multiplied by the Unit Assessment Rate as shown in the following equation:

$$\text{Total Assessment} = \text{Total EBUs} \times \text{Unit Assessment Rate}$$

For additional detail as to the assessment methodology and calculated assessment for individual parcels, please refer to the Engineer’s Report.

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## District Administration

The District formation committee has requested that the City perform administration and management services for the proposed District. In the future, if property owners want the District to be self-managed, they can initiate a petition following the process outlined in §65.0217 of the “San Diego Maintenance Assessment District Procedural Ordinance.”

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## List of District Parcels

A list of parcels located in the proposed District is included as **Attachment 1**.

# Attachment 1

## **List of District Parcels**