



309 North Rios Avenue  
Solana Beach, California  
92075

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## BOARD OF DIRECTORS

**Eric Dill,**

Chairperson,

San Dieguito Union High

School District

**Nancy Lynch,**

Vice Chairperson,

Solana Beach School

District

**Doug Rafner,**

Director,

Del Mar Union School

District

**Mark Risco,**

Executive Director and

Board Secretary

# North City West School Facilities Financing Authority Board of Directors' Meeting

June 6, 2013

309 North Rios Avenue Solana Beach, Ca 92075

2:30 p.m.

Phone: (858) 792-6937; Fax: (858) 792-8270

## Welcome...

### PUBLIC COMMENTS

With the exception of personnel items, individuals wishing to address the Board concerning an agenda item (or on other topics pertaining to JPA/CFD jurisdiction) are invited to do so at this time.

In the interest of time, **public presentations are limited to five (5) minutes per person, per topic.** If you wish to speak, please complete a card (located at the sign-in desk); and present it to the Board chairperson before commencement of the meeting. When the chairperson invites you to speak, please state your name, address and/or organization before making your presentation.

**Please note:** The law does not permit complaints and/or charges against an employee or staff member in an open Board of Directors' meeting.

In accordance with the Brown Act, there shall be no action taken for an item that has not been scheduled on a published agenda. Instead, the Board may:

- 1) Acknowledge receipt of the information,
- 2) Refer to staff for further study, or
- 3) Defer the matter to a future agenda.

We appreciate your cooperation.

### PUBLIC INSPECTION OF DOCUMENTS

In compliance with *Government Code 54957.5*, agenda related documents distributed to the Board less than 72 hours prior to meetings are available for inspection at North City West School Facilities Financing Authority executive offices located at 27368 Via Industria, Suite 110, Temecula, California.

### CLOSED SESSION

To consider timely, qualified matters of litigation, personnel, or on real estate negotiations, the Board may meet in a closed session.

### AMERICANS WITH DISABILITIES ACT

In compliance with the *Americans with Disabilities Act*, please contact the director at (858) 792-6937 by **noon**, the day before the Board meeting, to arrange reasonable accessibility for meeting participation.

Please set cellular phones and pagers to **silent mode**, and engage in conversations outside the meeting room.

# North City West School Facilities Financing Authority

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**Directors:**

Eric Dill, Chairperson, San Dieguito Union High School District  
Nancy Lynch, Vice Chairperson, Solana Beach School District  
Doug Rafner, Director, Del Mar Union School District  
Mark Risco, Executive Director and Board Secretary

## AGENDA

<u>Items</u>	<u>Page No.</u>
<b>1. CALL TO ORDER</b>	
A. Call to order June 6, 2013 at 2:30 p.m.	
<b>2. PLEDGE OF ALLEGIANCE</b>	
<b>3. APPROVAL OF AGENDA</b>	<b>1-2</b>
<b>4. APPROVAL OF MINUTES</b>	<b>3-4</b>
A. Regular meeting, March 7, 2013	
<b>5. PUBLIC COMMENT</b>	
In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda.	
<b>6. FINANCIAL REPORTS</b>	<b>5-12</b>
The following reports record the routine business of the JPA/CFD for Fiscal Year 2012/13. Members of the Board, the administration or the public may request that specific items be discussed prior to their acknowledgement.	
A. Executive Summary	
B. Building Permit Activity	
C. Financial Overview	
D. Income	
E. Expenditures (through April 2013)	

# North City West School Facilities Financing Authority

## Directors:

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## 7. EXECUTIVE DIRECTOR'S REPORT

- A. Delinquency Management Update. 148 Reminder Letters sent 2/20/13 for CFD 1 & 2  
158 Reminder Letters sent 5/23/13 for CFD 1 & 2  
44 Demand Letters sent 5/23/13 for CFD 1 & 2

## 8. ACTION ITEM

**13-23**

- A. Review and Approve NCW JPA Administrative Budget for Fiscal Year 2013/14
- B. Election of NCW JPA Board officers for Fiscal Year 2013/14
- C. Establish dates and time for regular NCW JPA Board meeting for Fiscal Year 2013/14
- D. Approve Annual Special Tax levy for CFD No. 1 Special Taxes for Fiscal Year 2013/14
- E. Approve Annual Special Tax levy for CFD No. 2 Special Taxes for Fiscal Year 2013/14
- F. Approve Resolution 13-03 to appoint representatives and alternates to the San Diego County School Risk Management JPA
- G. Approve signature authority for Fiscal Year 2013/14 for the following: Office of Education warrants and mail; Wells Fargo Zero Balance account; San Diego County Treasurer fund transfers; and Trustee (US Bank) bond fund.

## 9. DISCUSSION ITEMS

## 10. ADJOURNMENT

The next scheduled Board Meeting will be held on \_\_\_\_\_ at the Solana Beach District Office.  
The District Office is located at 309 North Rios Avenue, Solana Beach, CA. 92075

# North City West School Facilities Financing Authority

## Directors:

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## ITEM 4A

## MINUTES

The Directors of the **North City West School Facilities Financing Authority** and Community Facilities District 1 & 2 of the North City West School Facilities Financing Authority held a **Regular Meeting** on **March 7, 2013** at the Solana Beach School District Offices, 309 North Rios Avenue Solana Beach, Ca 92075. (The letters "JPA" will be used in place of North City West School Facilities Financing Authority and the letters "CFD" will be used in place of Community Facilities Districts 1 & 2).

### PRESENT:

Directors: Eric Dill, San Dieguito Union High School District  
Nancy Lynch, Solana Beach School District  
Doug Rafner, Del Mar Union School District

Other Personnel, Member Districts:  
Caroline Brown, Solana Beach School District

Administration: Gladys Medina, Willdan Financial Services  
Mark Risco, Willdan Financial Services

### **1. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

The meeting was called to order at 2:30 p.m.

### **2. PLEDGE OF ALLEGIANCE**

### **3. APPROVAL OF AGENDA**

Moved by Lynch, second by Rafner to approve the agenda. Carried unanimously.

### **3. APPROVAL OF MINUTES**

Moved by Rafner, second by Lynch to approve the agenda. Carried unanimously.

### **3. PUBLIC COMMENT**

There was no comment from the public.

### **4. ACTION ITEMS**

### **5. EXECUTIVE DIRECTOR'S REPORT**

FY1213 Financial Report discussion. Sufficient funds on hand and low delinquencies.

We have not received any building permits this year.

# North City West School Facilities Financing Authority

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Disclosure reports disseminated on time.

Form 700 submittal reminder. Deadline to Willdan no later than March 22, 2013.

**6. ACTION ITEMS**

FY1112 Audit reviewed and acknowledged

Moved by Rafner, second by Lynch to accept audit. Carried unanimously.

**7. DISCUSSION ITEMS**

Next Board meeting is June 6, 2013

**8. ADJOURNMENT OF MEETING**

Moved by Rafner, second by Lynch to adjourn the meeting at 2:36 p.m. Carried unanimously.

The next scheduled Board Meeting will be held on June 6, 2013 at the Solana Beach District Office. The District Office is located at 309 North Rios Avenue, Solana Beach, CA. 92075

# North City West School Facilities Financing Authority

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## ITEM 6A

**SUBJECT: EXECUTIVE SUMMARY, FINANCIAL REPORTING THROUGH APRIL 30, 2013**

**1. School fees/building permits for CFD No.1**

For Fiscal Year 2012/13, school fees for 0 homes were paid.

**2. Direct Master Plan school fee permits forecast:**

No direct Master Plan school fee permits have been pulled for Fiscal Year 2012/13.

**3. CFD No. 1 Special Tax Collections:**

We have received 9 of the 13 apportionments for Fiscal Year 2012/13. As of April 8, 2013, current year Special Tax receipts total \$ 5,897,466.00 (includes prior year delinquencies amount of \$96,062.42)

**4. CFD No. 2 Special Tax Collections:**

We have received 9 of the 13 apportionments for Fiscal Year 2012/13. As of April 8, 2013, current year Special Tax receipts total \$46,644.78 (includes prior year delinquencies amount of \$196.76)



# North City West School Facilities Financing Authority

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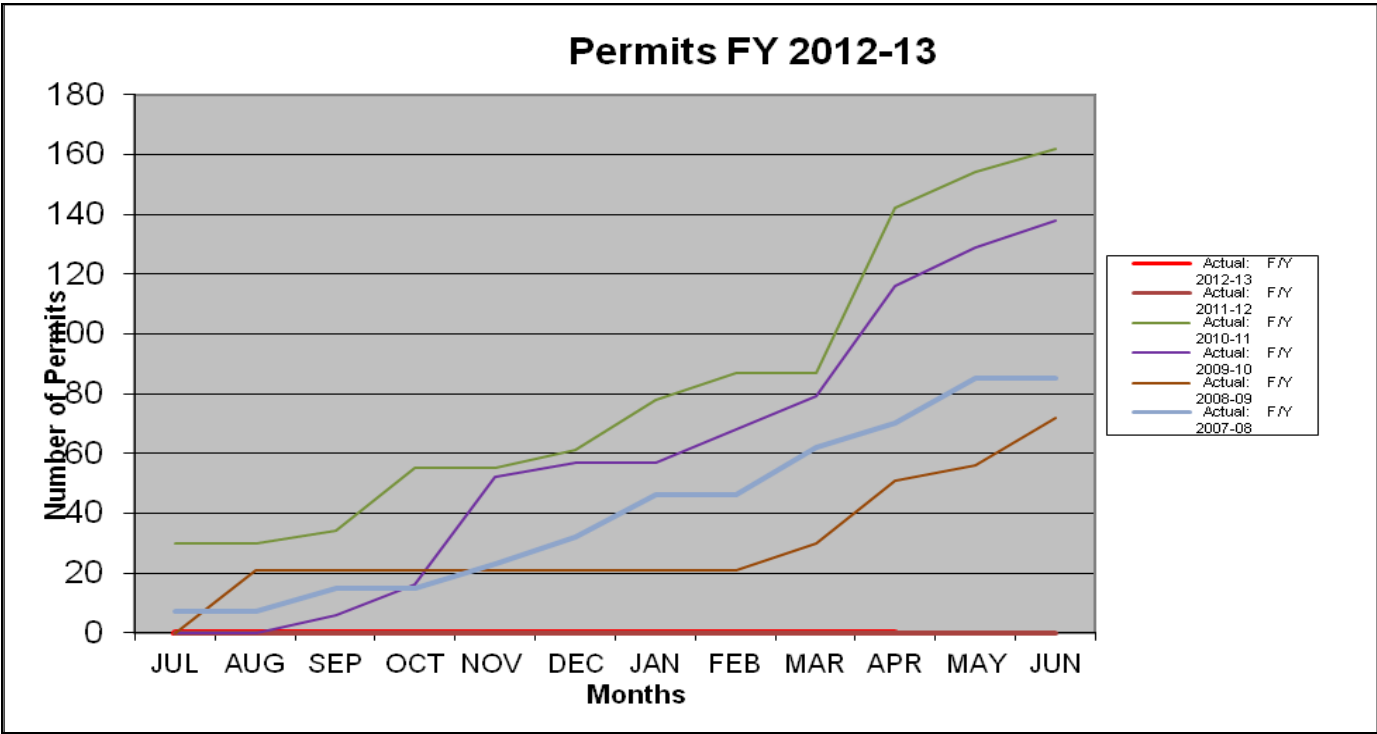
**ITEM 6B-2**

**CARMEL VALLEY RESIDENTIAL BUILDING PERMITS**

**YEAR TO DATE TOTALS**

*Current Fiscal Year 2012/13*

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Actual: F/Y 2012-13	0	0	0	0	0	0	0	0	0	0		
Actual: F/Y 2011-12	0	0	0	0	0	0	0	0	0	0	0	0
Actual: F/Y 2010-11	30	30	34	55	55	61	78	87	87	142	154	162
Actual: F/Y 2009-10	0	0	6	16	52	57	57	68	79	116	129	138
Actual: F/Y 2008-09	0	21	21	21	21	21	21	21	30	51	56	72
Actual: F/Y 2007-08	7	7	15	15	23	32	46	46	62	70	85	85





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## ITEM 6C

### FINANCIAL OVERVIEW

The financial overview consists of three parts:

#### **ITEM 6C-1** - Summary of Current Funds Available for Future Projects

Shows funds on deposit as of the beginning of each fiscal quarter, less current fiscal year encumbrances, resulting in the balance of unencumbered funds available for future projects

Funds held in the San Diego County Treasury (through the S.D. County Office of Education).

- A. **Fund 77** (21-09): CFD No. 1 Special Tax Funds.
- B. **Fund 78** (21-10): CFD No. 1 Special Taxes collected by County of San Diego.
- C. **Fund 79** (35-00): Direct mitigation fees collected under the Master Plan.  
And CFD No. 2 Special Taxes collected by the County of San Diego.
- D. **Fund 83** (21-25): Del Mar Neighborhood #8A School Site Fund
- E. **Fund 84** (21-25): Del Mar Neighborhood #8A School Construction Fund

Currently inactive funds: 76, 80, 81, 82

#### **ITEM 6C-2** - Financial Status of Approved Projects

Shows the annual approved project budgets, the year to date project expenditures (by county fund or bonds), the percent of budget spent year to date, and the resulting unspent balance remaining for the fiscal year.

# North City West

## School Facilities

### Financing Authority

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#### ITEM 6C-3

#### SUMMARY OF CURRENT FUNDS AVAILABLE FOR FUTURE PROJECTS

Current Fiscal Year 2012/13  
 As of April 30, 2013

	April 30, 2012	July 31, 2012	Sept 30, 2012	Dec 31, 2012	April 30, 2013
<b>FUNDS ON DEPOSIT</b>					
Fund 76, subordinate tax fund	\$ 6,215	\$ 6,221	\$ 6,221	\$ 6,227	\$ 6,238
Fund 77, CFD #1 devel fees & check acct	\$ 1,251,143	\$ 1,252,278	\$ 1,252,278	\$ 1,253,639	\$ 1,255,823
Fund 78, less semi-annual bond payments	\$ 6,250,633	\$ 3,246,214	\$ 3,276,341	\$ 5,554,234	\$ 6,571,868
Fund 79, Master Plan fees & CFD #2	\$ 31,683	\$ 5,472	\$ 3,264	\$ 19,496	\$ 7,662
Fund 80, SBSB #6 site	\$ -	\$ -	\$ -	\$ -	\$ -
Fund 81, La Costa Canyon	\$ -	\$ -	\$ -	\$ -	\$ -
Fund 82, SBSB #6 construction	\$ -	\$ -	\$ -	\$ -	\$ -
Fund 83, DMUSD #7 land	\$ 249,285	\$ 84,316	\$ 84,524	\$ 84,616	\$ 84,763
Fund 84, DMUSD #7 construction	\$ 2,527	\$ 4	\$ 4	\$ 4	\$ 4
1997C Bond Construction Fund	\$ -	\$ -	\$ -	\$ -	\$ -
2002 Subordinate Bonds (Spec. Account)	\$ 41,054	\$ 41,054	\$ 41,054	\$ 41,054	\$ 41,054
2005A & B Subordinate Bonds	\$ 7,909,574	\$ 4,701,065	\$ 4,701,383	\$ 4,701,851	\$ 4,701,972
<b>Total Funds on Deposit</b>	<b>\$ 15,742,115</b>	<b>\$ 9,336,624</b>	<b>\$ 9,365,069</b>	<b>\$ 11,661,122</b>	<b>\$ 12,669,385</b>
<b>ENCUMBRANCES</b>					
Carmel Valley Middle School Expansion	\$ 4,245,993	\$ 4,245,993	\$ 4,245,993	\$ 4,245,993	\$ 4,245,993
La Costa Canyon High School					
Torrey Pines H.S. C.S.R. addition					
Ashley Falls School					
Ashley Falls addition					
Sage Canyon School (Neighb. #10)					
Sage Canyon 8 Relocatables					
Del Mar School (Neighb. #8A) site	\$ 237,821	\$ 72,852	\$ 72,852	\$ 72,852	\$ 72,852
Del Mar School (Neighb. #8A) construct.					
Other Del Mar JPA Relocatables					
Solana Pacific School construction					
Administration	\$ 71,658	\$ 103,998	\$ 101,790	\$ 95,404	\$ 59,940
NCW JPA Reserve					
<b>Total Encumbrances</b>	<b>\$ 4,555,472</b>	<b>\$ 4,422,843</b>	<b>\$ 4,420,635</b>	<b>\$ 4,414,249</b>	<b>\$ 4,378,785</b>
<b>SUMMARY</b>					
Total Funds on Deposit	\$ 15,742,115	\$ 9,336,624	\$ 9,365,069	\$ 11,661,122	\$ 12,669,385
Encumbrances (current fiscal year)	\$ (4,555,472)	\$ (4,422,843)	\$ (4,420,635)	\$ (4,414,249)	\$ (4,378,785)
<b>Unencumbered Funds Available</b>	<b>\$ 11,186,643</b>	<b>\$ 4,913,781</b>	<b>\$ 4,944,434</b>	<b>\$ 7,246,873</b>	<b>\$ 8,290,600</b>

# North City West School Facilities Financing Authority

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**ITEM 6C-4**

**FINANCIAL STATUS OF APPROVED PROJECTS**

*Current Fiscal Year 2012/13  
 As of April 30, 2013*

		<b>C.V. MIDDLE SCHOOL</b>	<b>DEL MAR ELEM. N #8A School</b>	<b>ADMIN.</b>	<b>TOTAL PROJECTS</b>
<b>F/Y 2012/13</b>	<b>L</b>		\$ 72,852		\$ 72,852
<b>BUDGET</b>	<b>C</b>	\$ 4,245,993	\$ -	\$ 110,050	\$ 4,356,043

<b>EXPEND.</b>	<b>L</b>				
<b>FUND 78</b>	<b>C</b>				\$ -
<b>EXPEND .</b>	<b>L</b>				
<b>FUND 79</b>	<b>C</b>			\$ 50,110	\$ 50,110
<b>EXPEND.</b>	<b>L</b>				\$ -
<b>FACIL. FUND.</b>	<b>C</b>				\$ -
<b>TOTAL</b>	<b>L</b>				\$ -
<b>EXPEND.</b>	<b>C</b>	\$ -	\$ -	\$ 50,110	\$ 50,110

<b>PERCENT</b>	<b>L</b>		0.0%		
<b>OF BUDGET</b>	<b>C</b>	0.0%	0.0%	45.5%	

<b>BALANCE</b>	<b>L</b>		\$ 72,852	\$ -	\$ 72,852
<b>REMAINING</b>	<b>C</b>	\$ 4,245,993	\$ -	\$ 59,940	\$ 4,305,933

**L = Land purchase**

**C = Construction/Operations**

# North City West

## School Facilities

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**ITEM 6D**

**INCOME TO DATE, Funds 76, 77, 78, 79, 80, 81, 82, 83, & 84**

*Current Fiscal Year 2012/13*

As of April 30, 2013

DATE	ITEM NO.	SOURCE	FUND 77 (21-09)		FUND 78 (21-10)			FUND 79 (35-00)				FUND 76 (21-62)	FUNDS (21-00,25)
			PERMIT INCOME	INTEREST INCOME	TAX APPN. INCOME	INTEREST INCOME	MISC. INCOME	TAX APPN. INCOME	INTEREST INCOME	PERMIT INCOME	MISC. INCOME	INTEREST INCOME	80, 81, 82, 83 & 84 INCOME
7/17/12	CT	Apportionment #13			\$ 34,632.96			\$ 621.98					
7/25/12	CT	County Int, 100% 6/30/12		1,134.36		7,326.10				38.37		5.63	209.94
8/14/12	CT	Apportionment #1			7,501.50								
9/11/12	CT	Apportionment #2			16,192.74								
10/9/12	CT	Apportionment #3			11,348.44								
10/29/12	CT	County Int, 100% 9/30/12		1,360.79		5,597.02				17.41		6.76	91.81
11/6/12	CT	Apportionment #4			340,330.99			2,047.40					
12/11/12	CT	Apportionment #5			1,925,617.19			15,553.53					
1/14/13	CT	Apportionment #6			2,319,641.72			16,794.00					
1/22/13	CT	County Int, 100% 12/31/12		1,099.49		3,449.66				5.16		5.46	74.21
2/7/13	CT	Apportionment #7			207,446.94			3,116.63					
3/11/13	CT	Apportionment #8			387,599.53			1,244.00					
4/8/13	CT	Apportionment #9			743,216.41			7,464.00					
YEAR TO DATE TOTAL INCOME			\$0.00	\$3,594.64	\$5,993,528.42	\$16,372.78	\$0.00	\$46,841.54	\$60.94	\$0.00	\$0.00	\$17.85	\$375.96
FORECAST TOTAL INCOME			\$293,520.00		\$8,304,766.00			\$64,688.00		\$0.00			
FORECAST YEAR TO DATE INCOME			\$112,892.31		\$3,194,140.77			\$24,880.00		\$0.00			
PERCENT COLLECTED YEAR TO DATE			0.0%		72.2%			72.4%		NA			

# North City West

## School Facilities

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**ITEM 6E**

**EXPENDITURES TO DATE, Funds 76, 77, 78, 79, 80, 81, 82, 83, & 84**

Current Fiscal Year 2012/13

As of April 30, 2013

DATE	VENDOR	PURPOSE	WARRANT	EXPENDITURES						
				FUND 78	F. FUND AGR	FUND 79	FUND 79	CFD	TOTAL	
					54908/54909		54907			EXPEND.
			/ SOURCE	Funds 83 & 84		ADMIN	BONDS			
07/12/12	Del Mar USD	Demography Study	12-071197				\$ 4,404.00		\$ 4,404.00	
07/12/12	US Bank	Administrative Fees 6/1/12-5/31/13	12-071198				1,600.00		\$1,600.00	
07/12/12	AT&T	Phone Service June 11- July 10	12-071196				20.60		\$20.60	
07/30/12	US Bank	Trsfr to Trust Fund for Debt Services for 9/1/2012	12-075919	1,601,402.77					\$1,601,402.77	
07/31/12	US Bank	Trsfr to Trust Fund for Debt Services for 9/1/2012	12-076498	4,287,740.88					\$4,287,740.88	
07/31/12	Solana Beach SD	Fed-Ex Charges	12-076499				27.59		\$27.59	
08/13/12	AT&T	Phone Service July 11- Aug 10	12-079681				20.68		\$20.68	
08/28/12	AT&T	Phone Service Aug 11- Sept 10	12-084456				20.68		\$20.68	
09/17/12	US Bank	Administrative Fees 8-1-12 -7-31-13	12-091415				2,090.00		\$2,090.00	
09/27/12	AT&T	Phone Service Sept 11 thru Oct 10	12-096105				21.78		\$21.78	
09/27/12	Solana Beach School Dist	Fed-Ex Charges	12-096106				55.02		\$55.02	
10/05/12	US Bank	Administrative Fees 9-1-12 - 8/31/13	12-098642				2,500.00		\$2,500.00	
10/23/12	AT&T	Phone Service Oct 11 thru Nov 10	12-106030				21.50		\$21.50	
11/09/12	Bond Logistix	Arbitrage Ser 2005A,B, 2006C, 2002	12-113413				3,000.00		\$3,000.00	
11/26/12	AT&T	Phone Service Nov 11 thru Dec 10	12-117455				21.50		\$21.50	
11/30/12	California Municipal Statist	Overlapping Debt Statement	12-120097				450.00		\$450.00	
11/30/12	Solana BeachSchool Dist	CASH Fall Conference Expenses	12-120098				371.25		\$371.25	
12/19/12	AT&T	Phone Service Dec 11 thru Jan 10	12-127830				21.61		\$21.61	
01/08/13	Wilkinson & Hadley	Annual Audit	12-129997				4,900.00		\$4,900.00	
01/18/13	US Bank	Trsfr to Trust Fund for Debt Service for 1/30/2013	12-135546	1,597,300.81					\$1,597,300.81	
01/24/13	US Bank	Trsfr to Trust Fund for Debt Service for 1/30/2013	12-137215	1,056,264.09					\$1,056,264.09	
01/24/13	Willdan Financial Services	Prof Services July 2012-Dec 2012	12-137216				29,067.55		\$29,067.55	
02/13/13	AT&T	Phone Service Jan 11 thru Feb 10	12-144565				21.61		\$21.61	
02/28/13	AT&T	Phone Service Feb 11 thru Mar 10	12-150682				21.61		\$21.61	
03/25/13	AT&T	Phone Service Mar 11 thru Apr 10	12-160451				24.55		\$24.55	
04/16/13	Solana Beach School Dist	CASH Conference Expenses	12-167797				1,404.60		\$1,404.60	
04/22/13	AT&T	Phone Service Apr 11 thru May 10	12-173399				23.83		\$23.83	
<b>Total Expenditures To Date:</b>					<b>8,542,708.55</b>	<b>-</b>	<b>-</b>	<b>\$ 50,109.96</b>	<b>\$ -</b>	<b>\$ 8,592,818.51</b>

# North City West School Facilities Financing Authority

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**ITEM 8A-1**

**REVIEW AND Approve NCW JPA ADMINISTRATIVE BUDGET FOR Fiscal Year 2013/14.**

**BACKGROUND:** Prior to the start of the upcoming Fiscal Year, the NCW Board approves the annual budget to operate the administration of the NCW JPA.

A proposed administrative budget for FY 2013/14 in the amount of \$101,350 follows.

The outlook of actual administrative expenses for the current Fiscal Year, through April 30, 2013, of approximately \$82,718 is also included. The budget was \$101,350.

**FISCAL IMPACT:** Not to exceed \$101,350 for FY 2013/14.

**RECOMMENDATION:** Review and approve the recommended administrative budget in the amount of \$101,350 for FY 2013/14.

# North City West School Facilities Financing Authority

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**ITEM 8A-2**

**NCW/JPA ADMINISTRATIVE EXPENSE BUDGET**

*FY 2012/13 OUTLOOK AND FY 2013/14 PROPOSED BUDGET*

		<b>FY 12/13</b>			<b>FY 13/14</b>
<b>ACCOUNT DESCRIPTION</b>	<b>YR TO DATE EXPENSES</b>	<b>APPROVED BUDGET</b>	<b>Over/(Under) BUDGET</b>		<b>APPROVED BUDGET</b>
Supplies	\$ 83	\$ 100	\$ (17)		\$ 100
Travel/Conference	1,776	4,000	(2,224)		3,000
Dues & Subscriptions		2,000	(2,000)		500
Telephone	240	1,350	(1,110)		750
Rent		-	-		-
Repairs/maintenance		-	-		-
Insurance	-	2,000	(2,000)		2,000
Equipment/Furniture		-	-		-
Contingency		1,000	(1,000)		1,000
Audit, annual	4,900	4,500	400		4,900
Arbitrage Calculation	3,000	5,000	(2,000)		5,000
Office of Education	-	8,100	(8,100)		8,100
Bond Trustee	6,190	10,000	(3,810)		10,000
County Counsel		-	-		-
Outside Legal services		10,000	(10,000)		7,000
Executive Director*	29,068	52,000	(22,932)		52,000
Outside Consultants	4,854	10,000	(5,146)		7,000
<b>TOTAL EXPENSES</b>	<b>\$ 50,110</b>	<b>\$ 110,050</b>	<b>\$ (59,940)</b>		<b>\$ 101,350</b>

Reflects Actual Expenses incurred thru April 30, 2013

\*Executive Director Amount is inclusive of expenses, supplies and other services.

# North City West School Facilities Financing Authority

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**Directors:**

Eric Dill, Chairperson, San Dieguito Union High School District  
Nancy Lynch, Vice Chairperson, Solana Beach School District  
Doug Rafner, Director, Del Mar Union School District  
Mark Risco, Executive Director and Board Secretary

**ITEM 8B**

**SUBJECT: Election of NCW JPA Board officers for Fiscal Year 2013/14.**

BACKGROUND: The Joint Powers Agreement of April 15, 1983, section 2D, requires that the Board shall elect a Chairperson, Vice-chairperson, and Secretary to hold office for a period of one year commencing July 1 of each Fiscal Year. The Chairperson and Vice-chairperson must be Directors appointed by each member District. The Secretary may, but need not be, a Director.

At our June meeting, these three Board officers are nominated and elected to serve for the upcoming fiscal year, commencing July 1.

**MOTIONS:**

1. Move by \_\_\_\_\_, second by \_\_\_\_\_ to elect \_\_\_\_\_ as Chairperson of the NCW JPA/CFD for fiscal year 2013/14.
2. Move by \_\_\_\_\_, second by \_\_\_\_\_ to elect \_\_\_\_\_ as Vice-chairperson of the NCW JPA/CFD for fiscal year 2013/14.
3. Move by \_\_\_\_\_, second by \_\_\_\_\_ to elect \_\_\_\_\_ as Secretary of the NCW JPA/CFD for fiscal year 2013/14.



# North City West School Facilities Financing Authority

## Directors:

Eric Dill, Chairperson, San Dieguito Union High School District  
Nancy Lynch, Vice Chairperson, Solana Beach School District  
Doug Rafner, Director, Del Mar Union School District  
Mark Risco, Executive Director and Board Secretary

### ITEM 8C-1

**SUBJECT: Establish dates and time for regular NCW JPA Board meetings for Fiscal Year 2013/14.**

**BACKGROUND:** Usually each June, the NCW JPA Board sets the dates and times of regular meetings for the upcoming fiscal year. The NCW Joint Powers Agreement requires the Board hold at least one regular meeting in each 3 month (quarterly) period of each year. Usually, Board meetings are set for the 2<sup>nd</sup> Thursday of the month.

**RECOMMENDATION:** Approve the regular NCW JPA Board meeting calendar for Fiscal Year 2013/14 regular meetings, to be consistent with Directors' schedules.

#### **PROPOSED: BOARD MEETING DATES**

**Time:** 2:30 p.m., unless otherwise noted

**Location:** Solana Beach School District conference room, unless otherwise noted

309 North Rios Avenue, Solana Beach, CA 92075

**Public speaking:** Persons wishing to address the Board on any agenda item except personnel issues are invited to do so. Please submit a request to speak card (available at the Board meeting) to the Chairperson before the meeting. In the interest of time and order, presentations are limited to 3 minutes per person, 15 minutes per topic.

#### Regular meeting dates (for Fiscal Year 2012/13)

Thursday, **September 13, 2012**

Thursday, **December 6, 2012**

Thursday, **March 7, 2013**

Thursday, **June 6, 2013**

Note: Considerations before setting calendar:

- Area Superintendents meeting (monthly on 3<sup>rd</sup> Thursday)
- C.A.S.H. conferences & meetings
- June graduation date
- Spring & Winter recess
- District Trustee meetings

# North City West School Facilities Financing Authority

**Directors:**

Eric Dill, Chairperson, San Dieguito Union High School District  
 Nancy Lynch, Vice Chairperson, Solana Beach School District  
 Doug Rafner, Director, Del Mar Union School District  
 Mark Risco, Executive Director and Board Secretary

**ITEM 8C-2**

**NCW JPA Board Meetings for Fiscal Year 2013/14**

JULY 2013						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST 2013						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER 2013						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER 2013						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER 2013						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER 2013						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JANUARY 2014						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY 2014						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH 2014						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL 2014						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY 2014						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE 2014						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

# North City West School Facilities Financing Authority

**Directors:**

Eric Dill, Chairperson, San Dieguito Union High School District  
 Nancy Lynch, Vice Chairperson, Solana Beach School District  
 Doug Rafner, Director, Del Mar Union School District  
 Mark Risco, Executive Director and Board Secretary

**ITEM 8D-1**

**SUBJECT:** Approve Annual Resolution No. 13-01 to levy the **CFD No. 1 Special Taxes** in the amount of **\$8,305,218** for fiscal year 2013/14.

**BACKGROUND:** Annually, the JPA/CFD Board must authorize the levy of the annual Special Taxes on the developed residential parcels within North City West (Carmel Valley) CFD No. 1. These Special Taxes generate the revenue necessary to pay the annual debt service on the 2002, 2005B, 2006C and 2012A Bonds, school expenses and administrative costs.

A history of CFD No. 1 Special Taxes levied since inception in 1989 is on the following page.

**FISCAL IMPACT:** Anticipated Fiscal Year 2013/14 revenue of \$8,305,218  
 (assumes 100% collections).

**RECOMMENDATION:** Approve the Fiscal Year 2013/14 CFD No. 1 Special Tax Levy. Moved by \_\_\_\_\_, second by \_\_\_\_\_ to levy the Special Tax for Community Facilities District No. 1 according to Exhibit A, Part I of Tax Ordinance No. 7 as detailed in Attachment 1\*

**2013/14 Fiscal Year = 8,246 Parcels \$8,305,218 Special Tax**

The Special Tax Rate utilized in preparing Attachment 1\* above is as follows and is hereby adopted.

Housing Size (habitable square feet)	Annual Special Tax (dollars)
2500 and above	\$1,244.00
2250 to 2499	\$1,131.00
2000 to 2249	\$1,018.00
1750 to 1999	\$905.00
1500 to 1749	\$791.00
1250 to 1499	\$678.00
1000 to 1249	\$565.00
0 to 999	\$452.00

\* The attachment is available for inspection at the JPA/CFD office and will be filed as part of the minutes of this meeting.

# North City West School Facilities Financing Authority

**Directors:**

Eric Dill, Chairperson, San Dieguito Union High School District  
 Nancy Lynch, Vice Chairperson, Solana Beach School District  
 Doug Rafner, Director, Del Mar Union School District  
 Mark Risco, Executive Director and Board Secretary

**ITEM 8D-2**

		<b>No. of Parcels (APN's)</b>	<b>Annual Special Tax Levy</b>
	<u>Fiscal Year</u>	<u>Cumulative</u>	<u>Cumulative</u>
	89-90	1,012	\$1,136,938
	90-91	1,290	\$1,663,671
	91-92	1,684	\$1,775,055
	92-93	1,865	\$1,974,788
	93-94	2,132	\$2,144,943
	94-95	2,645	\$2,640,931
	95-96	3,034	\$3,035,122
	96-97	3,393	\$3,242,976
	97-98	3,905	\$3,912,884
	98-99	4,621	\$4,710,803
	99-00	5,094	\$5,167,306
	00-01	5,680	\$6,455,967
	01-02	6,077	\$6,929,733
	02-03	6,303	\$7,118,268
	03-04	6,401	\$7,233,627
	04-05	6,583	\$7,319,319
	05-06	6,834	\$7,506,384
	06-07	7,581	\$7,698,530
	07-08	7,826	\$7,836,282
	08-09	7,909	\$7,937,389
	09-10	7,981	\$8,019,158
	10-11	8,054	\$8,154,052
	11-12	8,209	\$8,301,486
	12-13	8,246	\$8,305,218
<b>Current Fiscal Year</b>	<b>13-14</b>	<b>8,246</b>	<b>\$8,305,218</b>

# North City West School Facilities Financing Authority

**Directors:**

Eric Dill, Chairperson, San Dieguito Union High School District  
 Nancy Lynch, Vice Chairperson, Solana Beach School District  
 Doug Rafner, Director, Del Mar Union School District  
 Mark Risco, Executive Director and Board Secretary

**ITEM 8E-1**

**SUBJECT:** Approve Annual Resolution No. 13-02 to levy the **CFD No. 2 Special Taxes** in the amount of **\$64,688** for fiscal year 2013/14.

**BACKGROUND:** Annually, the JPA/CFD Board must authorize the levy of the annual Special Taxes on the developed residential parcels in the North City West (Carmel Valley) CFD No. 2.

We send a database containing each parcel number and the appropriate Special Tax amount to the County Controller each year. The Special Tax is included in the annual County property tax bill.

**FISCAL IMPACT:** Anticipated Fiscal Year 2013/14 revenue of \$64,688.00.  
 (assumes 100% collections).

**RECOMMENDATION:** Approve the Fiscal Year 2013/14 CFD No. 2 Special Tax Levy.

Moved by \_\_\_\_\_, second by \_\_\_\_\_ to levy the Special Tax for Community Facilities District No. 2 according to Exhibit B., Part I of Resolution 97-4 dated October 21, 1997, as detailed in attachment No. 2\*.

**2013/14 Fiscal Year = 52 Parcels      \$64,688.00**

The Special Tax Rate utilized in preparing Attachment 2\* above is as follows and is hereby adopted.

Housing Size (habitable square feet)	Annual Special Tax (dollars)
2500 and above	\$1,244.00
2250 to 2499	\$1,131.00
2000 to 2249	\$1,018.00
1750 to 1999	\$905.00
1500 to 1749	\$791.00
1250 to 1499	\$678.00
1000 to 1249	\$565.00
0 to 999	\$452.00

\* The attachment is available for inspection at the JPA/CFD office and will be filed as part of the minutes of this meeting.

# North City West School Facilities Financing Authority

**Directors:**

Eric Dill, Chairperson, San Dieguito Union High School District  
 Nancy Lynch, Vice Chairperson, Solana Beach School District  
 Doug Rafner, Director, Del Mar Union School District  
 Mark Risco, Executive Director and Board Secretary

**ITEM 8E-2**

		<b>No. of Parcels</b>	<b>Annual Special</b>
	<b>Fiscal</b>	<b>(APN's)</b>	<b>Tax Levy</b>
	<u>Year</u>	<u>Cumulative</u>	<u>Cumulative</u>
	99-00	18	\$22,392
	00-01	18	\$22,392
	01-02	18	\$22,392
	02-03	18	\$22,392
	03-04	18	\$22,392
	04-05	52	\$64,688
	05-06	52	\$64,688
	06-07	52	\$64,688
	07-08	52	\$64,688
	08-09	52	\$64,688
	09-10	52	\$64,688
	10-11	52	\$64,688
	11-12	52	\$64,688
	12-13	52	\$64,688
<b>Current Fiscal Year</b>	<b>13-14</b>	<b>52</b>	<b>\$64,688</b>

# North City West School Facilities Financing Authority

**Directors:**

Eric Dill, Chairperson, San Dieguito Union High School District  
Nancy Lynch, Vice Chairperson, Solana Beach School District  
Doug Rafner, Director, Del Mar Union School District  
Mark Risco, Executive Director and Board Secretary

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**ITEM 8F**

**SUBJECT: Approve Resolution 13-03 appoint representatives and alternates to the  
San Diego County Schools Risk Management JPA**

BACKGROUND: The North City West JPA carries liability and errors and omissions insurance through the San Diego County Schools Risk Management JPA.

We need to appoint representatives immediately to insure representation at the semiannual and other risk management meetings where member voting is required. It is recommended that alternates be added to insure the Risk Management JPA has a quorum at each meeting.

Mr. Mark Risco and Ms. Gladys Medina of Willdan Financial will be the regular representatives.

\_\_\_\_\_ of \_\_\_\_\_ School District and \_\_\_\_\_ of \_\_\_\_\_ School District will serve as alternate representatives should Mr. Risco or Ms. Medina be unavailable to attend a meeting. The following Resolution 13-03 will authorize their participation.

FISCAL IMPACT: None.

RECOMMENDATION: Review and approve Resolution 13-03

# North City West School Facilities Financing Authority

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**Directors:**

Eric Dill, Chairperson, San Dieguito Union High School District  
Nancy Lynch, Vice Chairperson, Solana Beach School District  
Doug Rafner, Director, Del Mar Union School District  
Mark Risco, Executive Director and Board Secretary

**ITEM 8G**

**SUBJECT: Review and Approve signature authority for Fiscal Year 2013/2014 for the following: Office of Education warrants and mail; Wells Fargo zero balance account; San Diego County Treasurer Fund transfers; and Trustee (US Bank) bond fund.**

BACKGROUND: Annual Approval of Signature Authority is required for the San Diego Office of Education.

1. Warrant signing Authority (2 Signatures required), Receive Office of Education mail and pick up warrants; and
2. Checking Account Signature Authority at Wells Fargo Bank (2 Signatures required); and
3. San Diego County Treasurer funds deposited and transfers; and
4. US Bank bond Fund transfers

FISCAL IMPACT: N/A.

RECOMMENDATION: APPROVE THE RECOMMENDED SIGNATORIES.