



PUBLIC WORKS DEPARTMENT

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CHARLES D. HERBERTSON, PE, LS  
Public Works Director and  
City Engineer

**ENGINEER'S REPORT  
ON THE ANNUAL LEVY**

**2017-2018**

**LANDSCAPING MAINTENANCE DISTRICT NO. 1**

**IN THE CITY OF CULVER CITY  
UNDER THE PROVISIONS OF CHAPTER 15.01  
OF THE CODE OF THE CITY OF CULVER CITY, CALIFORNIA**

FILED with the City Clerk  
On May 24, 2017

PRESENTED to the City Council

and APPROVED by Resolution  
No. 2017-R\_\_\_\_\_, adopted by said  
City Council on May 30, 2017  
and thereafter filed in the  
Office of the City Clerk



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City of Culver City

To: The Honorable Mayor and Members of the City Council

From: Charles D. Herbertson, P.E., Public Works Director and City Engineer 

**SUBJECT: LANDSCAPING MAINTENANCE DISTRICT NO. 1  
FISCAL YEAR 2017-2018 ASSESSMENT ENGINEER'S REPORT**

LANDSCAPING MAINTENANCE DISTRICT NO. 1 (hereinafter referred to as "District"), described herein, has been formed in accordance Chapter 15.01 of the Code of the City of Culver City, California.

Landscaping Maintenance District No. 1, consisting of certain public property and the real property within the District subject to assessment, is shown on maps consisting of two pages which have been filed in the Office of the City Clerk on May 21, 1979; April 21, 1980; April 12, 1982, and April 11, 1983; and by this reference are made a part hereof (pages 10 and 11).

#### Landscaping and Irrigation System Plans

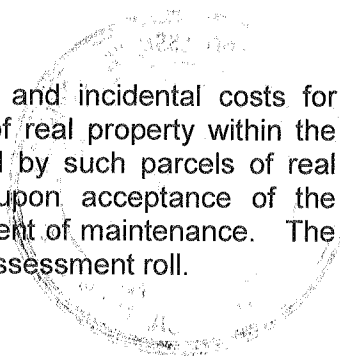
The landscaping maintenance areas were constructed in several phases and improved with irrigation systems. The initial improvements for Zone 1 (Studio Estates) were constructed by a developer in accordance with approved plans under separate bonded agreement. The plans for the initial improvements for Zone 1 consist of landscaping plans, Drawing No. 5024-39g (one sheet) approved January 21, 1980, and landscape irrigation system plans, Drawing No. 4024-39g (two sheets) approved January 3, 1979. Zone 2 was disbanded by the City Council in August 2010.

#### Performance of Maintenance by City Forces and/or Contractor

The maintenance of the improvements is provided by City of Culver City forces and/or maintenance contractors through contracts awarded by the City, and the costs thereof shall be assessed to the benefiting properties within the District.

#### Parcel Assessments Based Upon Benefit Received

It is proposed to assess the total amount of maintenance and incidental costs for maintaining the landscaped areas to the individual parcels of real property within the District in proportion to the estimated benefit to be received by such parcels of real property. The assessments of such costs commenced upon acceptance of the improvements by the City of Culver City and the commencement of maintenance. The proposed individual assessments are shown on the attached assessment roll.



### Method of Assessment

The District consists of all the lots in Tracts 34390, 34371, 36218, eight of the nine lots of Tract 33484, and thirty-one of the thirty-two lots of Tract 28805, all of which derive an equal benefit from the Zone 1 landscaping. The assessments will be spread in accordance with the following formula.

$$\begin{aligned} &\text{Zone 1 Annual Rate Per Parcel} = \\ &\quad \text{Estimated Cost of Maintenance and Administration for Zone 1} \\ &\quad \text{Divided by:} \\ &\quad \text{Number of Parcels in Zone 1} \end{aligned}$$

### Annual Assessment Calculation

The annual assessment shall be calculated by taking into account the following:

- A. The total cost of constructing or installing all proposed improvements and maintaining and servicing all existing and proposed improvements, including all incidental expenses.
- B. The amount of any surplus or deficit in the District Fund to be carried over from the previous fiscal year.
- C. The amount of any contributions to be made from sources other than assessments levied pursuant to District assessment proceedings.
- D. The amount, if any, of the annual installment for an assessment ordered by the City Council wherein the estimated cost of any improvements shall be levied and collected in annual installments.
- E. The net amount to be assessed upon assessable lands within the District shall be the total maintenance and improvement costs, as referred to in A., above, increased or decreased, as the case may be, by any of the amounts referred to in B., C., or D., above.
- F. Item B above may specify individual parcels within a zone that did not receive notice of or pay assessments levied by the City Council, and which assessments are carried over and added to the assessments for the current fiscal year for each such specified parcel.

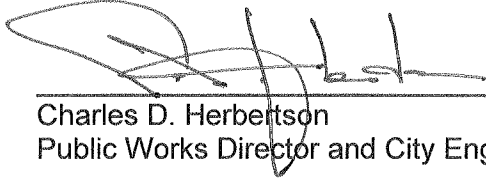
### Recommended Assessment:

On July 13, 2009, the members of the District approved by majority ballot an annual increase to the assessment levy based on the February Consumer Price Index for All Urban Consumers for the Los Angeles – Riverside - Orange County area plus a 5% premium each year until a positive fund balance is restored.

Staff is proposing that the City Council approve increasing the annual assessment district levy by the February Consumer Price Index for All Urban Consumers for the Los Angeles – Riverside – Orange County area which is 2.7%. The assessment levy per parcel is proposed to be \$237.43 for a total amount of \$42,737.40 (180 parcels) for Fiscal Year 2017-18.

The proposed assessment and individual assessments to the District are shown in EXHIBITS A and B, respectively.

Respectfully submitted,



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Charles D. Herbertson RCE 46658  
Public Works Director and City Engineer

attachments

**TABLE I**  
**COST ESTIMATE PER PARCEL**

Landscaping Maintenance District No. 1 has been formed to assess directly to the property owners, on a benefit basis, the landscaping maintenance costs that will be incurred in the ensuing fiscal year.

| <u>(Studio Estates)\$</u>          | Current (2016-17)      | Proposed(2017-18)      |
|------------------------------------|------------------------|------------------------|
| Number of parcels                  | 180                    | 180                    |
| Parkway Area                       | Approx.22,000 sq.ft.   | Approx. 22,000 sq. ft. |
| Total Assessment                   | \$41,614.20            | \$42,737.40            |
| <b>Cost Per Parcel to Maintain</b> | <b><u>\$231.19</u></b> | <b><u>\$237.43</u></b> |

**TABLE II**

**LANDSCAPING MAINTENANCE DISTRICT NO. 1,**  
**ASSESSMENT DISTRICT DIAGRAM**

**DISTRICT BOUNDARY DESCRIPTIONS**

The general location is the north central portion of the City of Culver City, California. Maintenance District includes the enclosed 51 parcels of Tract No. 34390, the enclosed 45 parcels of Tract No. 34371, the enclosed 45 parcels of Tract No. 36218, the enclosed 8 parcels of Tract No. 33484, and the enclosed 31 parcels of Tract No. 28805, for a total number of 180 parcels; surrounded on the southeast by Culver Boulevard; on the southwest by Elenda Street; on the northwest by Arizona Avenue and the most northerly line of Tract No. 34371 and Tract No. 28805; and on the northeast by the northeasterly line of Tract No. 28805; all as more specifically shown on the Diagram of Landscaping Maintenance District No. 1, on file in the office of the City Engineer, City of Culver City.

**Exhibit A**

|                                                                                            |                 |
|--------------------------------------------------------------------------------------------|-----------------|
| <b>Landscape Maintenance District #1 Studios Estates ACTUAL (Prorated 5/30 to 6/30/17)</b> |                 |
| <b>2016-17 Expenditures</b>                                                                |                 |
| Maintenance Contract                                                                       | \$19,060        |
| General Fund (personnel)                                                                   | \$16,057        |
| General Fund (materials)                                                                   | \$600           |
| Irrigation Cost                                                                            | \$4,000         |
| Assessment Procedure (City Engineer's Cost)                                                | \$1,500         |
| TOTAL                                                                                      | \$41,217        |
|                                                                                            |                 |
| <b>Total Proposed Assessment</b>                                                           | <b>\$41,614</b> |

|                                                                   |                    |
|-------------------------------------------------------------------|--------------------|
| <b>Landscape Maintenance District #1 Studios Estates proposed</b> |                    |
| <b>2017-18 Expenditures</b>                                       |                    |
| Maintenance Contract                                              | \$20,060           |
| General Fund (personnel)                                          | \$15,000           |
| General Fund (materials)                                          | \$600              |
| Irrigation Cost (estimated)                                       | \$5,000            |
| Assessment Procedure (City Engineer's Cost)                       | \$1,500            |
| TOTAL                                                             | \$42,160           |
|                                                                   |                    |
| <b>Total Proposed Assessment</b>                                  | <b>\$42,737.40</b> |
| <b>Carryover negative fund balance</b>                            |                    |

Water bills are available for review at the City Engineer's office.

The General Fund (personnel and materials) ACTUAL 2015/2016 cost breakdown spreadsheet is shown on the following page.

The assessment procedure (City Engineer's cost) breakdown spreadsheet is shown on the page following the next page.

#### **General Fund (personnel and materials) 2016/2017**

|                    |       |         |                    |
|--------------------|-------|---------|--------------------|
| Irrigation Tech.   | 189.0 | \$46.60 | \$8,807.40         |
| Crew Leader        | 36.0  | \$46.96 | \$1,690.56         |
| Parks Supervisor   | 40.0  | \$57.69 | \$2,307.60         |
| Park Manager       | 40.0  | \$81.31 | \$3,252.40         |
|                    |       |         |                    |
| Total Labor        | 305.0 |         | \$16,057.96        |
|                    |       |         |                    |
| Total Equipment    |       |         | \$ 600.00          |
|                    |       |         |                    |
| <b>Grand Total</b> |       |         | <b>\$16,657.96</b> |

## Assessment Procedure (City Engineer's Cost) 2016/17

|                                                                         |
|-------------------------------------------------------------------------|
| Engineering Services Manager: \$97.11 rate                              |
| Research and determine total water and/or electrical cost: 3 hours      |
| Discuss with Parks Manager 2 hours                                      |
| Prepare reports: 2.5 hours                                              |
| Attend 2 City Council meetings: 1.5 hours                               |
| \$874 total                                                             |
| Parks Manager: \$79.72 rate                                             |
| Research and determine city costs, i.e. supplies and personnel: 3 hours |
| Attend 2 City Council meetings: 1 hour                                  |
| \$318 total                                                             |
| Public Works Director/City Engineer: \$123.68                           |
| Review reports: .75 hours                                               |
| Attend 3 City Council meetings: 1.5 hours                               |
| \$278 total                                                             |
| \$1500 total cost.                                                      |

## Exhibit B Zone 1

| APN          | Mailing Address    | Proposed Assessment |
|--------------|--------------------|---------------------|
| 4208-028-002 | 10884 ARIZONA AVE  | \$237.43            |
| 4208-028-003 | 10878 ARIZONA AVE  | \$237.43            |
| 4208-028-004 | 10872 ARIZONA AVE  | \$237.43            |
| 4208-028-005 | 10866 ARIZONA AVE  | \$237.43            |
| 4208-028-006 | 10860 ARIZONA AVE  | \$237.43            |
| 4208-028-007 | 10854 ARIZONA AVE  | \$237.43            |
| 4208-028-008 | 10833 MARIETTA AVE | \$237.43            |
| 4208-028-009 | 10839 MARIETTA AVE | \$237.43            |
| 4208-028-010 | 10845 MARIETTA AVE | \$237.43            |
| 4208-028-011 | 10853 MARIETTA AVE | \$237.43            |
| 4208-028-012 | 4243 229TH ST      | \$237.43            |
| 4208-028-013 | 10869 MARIETTA AVE | \$237.43            |
| 4208-028-014 | 10877 MARIETTA AVE | \$237.43            |
| 4208-028-016 | 10890 ARIZONA AVE  | \$237.43            |
| 4208-028-017 | 10885 MARIETTA AVE | \$237.43            |
| 4208-028-030 | 1048 IRVINE AVE    | \$237.43            |
| 4208-028-031 | 3980 ASTAIRE AVE   | \$237.43            |

|              |                         |          |
|--------------|-------------------------|----------|
| 4208-028-032 | 3974 ASTAIRE AVE        | \$237.43 |
| 4208-028-033 | 3968 ASTAIRE AVE        | \$237.43 |
| 4208-028-034 | 3962 ASTAIRE AVE        | \$237.43 |
| 4208-028-035 | 10821 MARIETTA AVE      | \$237.43 |
| 4208-028-036 | 4049 COOGAN CIR         | \$237.43 |
| 4208-028-037 | 10848 ARIZONA AVE       | \$237.43 |
| 4208-028-038 | 10842 ARIZONA AVE       | \$237.43 |
| 4208-028-039 | 10350 SANTA MONICA BLVD | \$237.43 |
| 4208-028-040 | 10830 ARIZONA AVE       | \$237.43 |
| 4208-028-041 | 5366 SUNLIGHT PL        | \$237.43 |
| 4208-028-042 | P O BOX 10639           | \$237.43 |
| 4208-028-043 | 3959 MIDWAY AVE         | \$237.43 |
| 4208-028-045 | 3971 MIDWAY AVE         | \$237.43 |
| 4208-028-046 | 3977 MIDWAY AVE         | \$237.43 |
| 4208-028-047 | 3983 MIDWAY AVE         | \$237.43 |
| 4208-028-048 | 3965 MIDWAY AVE         | \$237.43 |
| 4208-029-002 | 10884 MARIETTA AVE      | \$237.43 |
| 4208-029-003 | 10876 MARIETTA AVE      | \$237.43 |
| 4208-029-004 | 10868 MARIETTA AVE      | \$237.43 |
| 4208-029-005 | P O BOX 546             | \$237.43 |
| 4208-029-006 | 10852 MARIETTA AVE      | \$237.43 |
| 4208-029-007 | 10844 MARIETTA AVE      | \$237.43 |
| 4208-029-008 | 10836 MARIETTA AVE      | \$237.43 |
| 4208-029-009 | 10830 MARIETTA AVE      | \$237.43 |
| 4208-029-010 | 10823 GARLAND DR        | \$237.43 |
| 4208-029-011 | 10829 GARLAND DR        | \$237.43 |
| 4208-029-012 | 10835 GARLAND DR        | \$237.43 |
| 4208-029-013 | 10841 GARLAND DR        | \$237.43 |
| 4208-029-014 | 10847 GARLAND DR        | \$237.43 |
| 4208-029-015 | 10853 GARLAND DR        | \$237.43 |
| 4208-029-016 | 10859 GARLAND DR        | \$237.43 |
| 4208-029-017 | 10865 GARLAND DR        | \$237.43 |
| 4208-029-028 | 4050 COOGAN CIR         | \$237.43 |
| 4208-029-029 | 4044 COOGAN CIR         | \$237.43 |
| 4208-029-030 | 4038 COOGAN CIR         | \$237.43 |
| 4208-029-031 | 4032 COOGAN CIR         | \$237.43 |
| 4208-029-032 | 4026 COOGAN CIR         | \$237.43 |
| 4208-029-033 | 4020 COOGAN CIR         | \$237.43 |
| 4208-029-034 | 10862 GARLAND DR        | \$237.43 |
| 4208-029-035 | 10856 GARLAND DR        | \$237.43 |
| 4208-029-036 | 3130 WILSHIRE BLVD      | \$237.43 |
| 4208-029-037 | 10892 MARIETTA AVE      | \$237.43 |
| 4208-029-038 | 10873 GARLAND DR        | \$237.43 |
| 4208-029-039 | 4001 COOGAN CIR         | \$237.43 |
| 4208-029-040 | 4007 COOGAN CIR         | \$237.43 |
| 4208-029-041 | 4013 COOGAN CIR         | \$237.43 |

|              |                    |          |
|--------------|--------------------|----------|
| 4208-029-042 | 4019 COOGAN CIR    | \$237.43 |
| 4208-029-043 | 4025 COOGAN CIR    | \$237.43 |
| 4208-029-044 | 4031 COOGAN CIR    | \$237.43 |
| 4208-029-045 | 4037 COOGAN CIR    | \$237.43 |
| 4208-029-046 | 4043 COOGAN CIR    | \$237.43 |
| 4208-029-047 | 4049 COOGAN CIR    | \$237.43 |
| 4208-029-048 | 10824 GARLAND DR   | \$237.43 |
| 4208-029-049 | 10830 GARLAND DR   | \$237.43 |
| 4208-029-050 | 10836 GARLAND DR   | \$237.43 |
| 4208-029-051 | 4018 SKELTON CIR   | \$237.43 |
| 4208-029-052 | 4024 SKELTON CIR   | \$237.43 |
| 4208-029-053 | 4030 SKELTON CIR   | \$237.43 |
| 4208-029-054 | 4036 SKELTON CIR   | \$237.43 |
| 4208-029-055 | 4042 SKELTON CIR   | \$237.43 |
| 4208-029-056 | 4048 SKELTON CIR   | \$237.43 |
| 4208-029-057 | 4047 SKELTON CIR   | \$237.43 |
| 4208-029-058 | 4041 SKELTON CIR   | \$237.43 |
| 4208-029-059 | 4035 SKELTON CIR   | \$237.43 |
| 4208-029-060 | 4029 SKELTON CIR   | \$237.43 |
| 4208-029-061 | 4018 SKELTON CIR   | \$237.43 |
| 4208-029-062 | 8383 WILSHIRE BLVD | \$237.43 |
| 4208-029-063 | 4015 ASTAIRE AVE   | \$237.43 |
| 4208-029-064 | 4021 ASTAIRE AVE   | \$237.43 |
| 4208-029-065 | 4027 ASTAIRE AVE   | \$237.43 |
| 4208-029-066 | 4033 ASTAIRE AVE   | \$237.43 |
| 4208-029-067 | 4039 ASTAIRE AVE   | \$237.43 |
| 4208-029-070 | 4045 ASTAIRE AVE   | \$237.43 |
| 4208-030-001 | 10802 GARLAND DR   | \$237.43 |
| 4208-030-002 | 10808 GARLAND DR   | \$237.43 |
| 4208-030-003 | 10814 GARLAND DR   | \$237.43 |
| 4208-030-005 | 4040 ASTAIRE AVE   | \$237.43 |
| 4208-030-006 | 4034 ASTAIRE AVE   | \$237.43 |
| 4208-030-007 | 4028 ASTAIRE AVE   | \$237.43 |
| 4208-030-008 | 4022 ASTAIRE AVE   | \$237.43 |
| 4208-030-009 | 4016 ASTAIRE AVE   | \$237.43 |
| 4208-030-010 | 4011 MIDWAY AVE    | \$237.43 |
| 4208-030-011 | 4019 MIDWAY AVE    | \$237.43 |
| 4208-030-012 | 4027 MIDWAY AVE    | \$237.43 |
| 4208-030-013 | 4033 MIDWAY AVE    | \$237.43 |
| 4208-030-014 | 4041 MIDWAY AVE    | \$237.43 |
| 4208-030-015 | 4049 MIDWAY AVE    | \$237.43 |
| 4208-030-016 | 4050 MIDWAY AVE    | \$237.43 |
| 4208-030-017 | 4042 MIDWAY AVE    | \$237.43 |
| 4208-030-018 | 4036 MIDWAY AVE    | \$237.43 |
| 4208-030-019 | 4028 MIDWAY AVE    | \$237.43 |
| 4208-030-020 | 4020 MIDWAY AVE    | \$237.43 |
| 4208-030-021 | 4012 MIDWAY AVE    | \$237.43 |
| 4208-030-022 | 10784 GARLAND DR   | \$237.43 |

|              |                  |          |
|--------------|------------------|----------|
| 4208-030-023 | 10778 GARLAND DR | \$237.43 |
| 4208-030-024 | 10772 GARLAND DR | \$237.43 |
| 4208-030-025 | 4009 LAMARR AVE  | \$237.43 |
| 4208-030-026 | 4015 LAMARR AVE  | \$237.43 |
| 4208-030-027 | 4021 LAMARR AVE  | \$237.43 |
| 4208-030-028 | 4027 LAMARR AVE  | \$237.43 |
| 4208-030-029 | 4033 LAMARR AVE  | \$237.43 |
| 4208-030-030 | 3259 BEVERLY DR  | \$237.43 |
| 4208-030-031 | 4040 LAMARR AVE  | \$237.43 |
| 4208-030-032 | 9229 SUNSET BLVD | \$237.43 |
| 4208-030-033 | 4028 LAMARR AVE  | \$237.43 |
| 4208-030-034 | 4022 LAMARR AVE  | \$237.43 |
| 4208-030-036 | 4046 ASTAIRE AVE | \$237.43 |
| 4208-030-037 | 4016 LAMARR AVE  | \$237.43 |
| 4208-030-038 | 10700 GARLAND DR | \$237.43 |
| 4208-030-039 | 10710 GARLAND DR | \$237.43 |
| 4208-030-040 | 10726 GARLAND DR | \$237.43 |
| 4208-030-041 | 10754 GARLAND DR | \$237.43 |
| 4208-030-042 | 10760 GARLAND DR | \$237.43 |
| 4208-031-001 | 3259 BEVERLY DR  | \$237.43 |
| 4208-031-002 | PO BOX 642479    | \$237.43 |
| 4208-031-003 | 3948 MIDWAY AVE  | \$237.43 |
| 4208-031-004 | 3954 MIDWAY AVE  | \$237.43 |
| 4208-031-005 | 3960 MIDWAY AVE  | \$237.43 |
| 4208-031-006 | 3966 MIDWAY AVE  | \$237.43 |
| 4208-031-007 | 3972 MIDWAY AVE  | \$237.43 |
| 4208-031-008 | 3978 MIDWAY AVE  | \$237.43 |
| 4208-031-009 | 3984 MIDWAY AVE  | \$237.43 |
| 4208-031-010 | 3981 LAMARR AVE  | \$237.43 |
| 4208-031-011 | 3975 LAMARR AVE  | \$237.43 |
| 4208-031-012 | 3969 LAMARR AVE  | \$237.43 |
| 4208-031-013 | 3963 LAMARR AVE  | \$237.43 |
| 4208-031-014 | 3957 LAMARR AVE  | \$237.43 |
| 4208-031-015 | 3953 LAMARR AVE  | \$237.43 |
| 4208-031-016 | 3949 LAMARR AVE  | \$237.43 |
| 4208-031-017 | 3945 LAMARR AVE  | \$237.43 |
| 4208-032-002 | 3994 LAMARR AVE  | \$237.43 |
| 4208-032-003 | 3988 LAMARR AVE  | \$237.43 |
| 4208-032-004 | 3982 LAMARR AVE  | \$237.43 |
| 4208-032-005 | 3976 LAMARR AVE  | \$237.43 |
| 4208-032-006 | 3964 LAMARR AVE  | \$237.43 |
| 4208-032-007 | 3958 LAMARR AVE  | \$237.43 |
| 4208-032-008 | 3952 LAMARR AVE  | \$237.43 |
| 4208-032-010 | 3939 LAMARR AVE  | \$237.43 |
| 4208-032-011 | 3933 LAMARR AVE  | \$237.43 |
| 4208-032-012 | 3927 LAMARR AVE  | \$237.43 |
| 4208-032-013 | 3921 LAMARR AVE  | \$237.43 |

|              |                     |          |
|--------------|---------------------|----------|
| 4208-032-014 | 3915 LAMARR AVE     | \$237.43 |
| 4208-032-015 | 3909 LAMARR AVE     | \$237.43 |
| 4208-032-016 | 1418 BARRINGTON AVE | \$237.43 |
| 4208-032-017 | PO BOX 455          | \$237.43 |
| 4208-032-018 | 3910 LAMARR AVE     | \$237.43 |
| 4208-032-019 | 3916 LAMARR AVE     | \$237.43 |
| 4208-032-020 | 3920 LAMARR AVE     | \$237.43 |
| 4208-032-021 | 3940 LAMARR AVE     | \$237.43 |
| 4208-032-022 | 10721 HEPBURN CIR   | \$237.43 |
| 4208-032-023 | 10715 HEPBURN CIR   | \$237.43 |
| 4208-032-024 | 10711 HEPBURN CIR   | \$237.43 |
| 4208-032-025 | 10705 HEPBURN CIR   | \$237.43 |
| 4208-032-026 | 10701 HEPBURN CIR   | \$237.43 |
| 4208-032-027 | 10704 HEPBURN CIR   | \$237.43 |
| 4208-032-028 | 10710 HEPBURN CIR   | \$237.43 |
| 4208-032-029 | 10714 HEPBURN CIR   | \$237.43 |
| 4208-032-030 | 10720 HEPBURN CIR   | \$237.43 |
| 4208-032-031 | 2476 OVERLAND AVE   | \$237.43 |
| 4208-032-032 | 10755 GARLAND DR    | \$237.43 |
| 4208-032-033 | 10745 GARLAND DR    | \$237.43 |
| 4208-032-034 | 10735 GARLAND DR    | \$237.43 |
| 4208-032-035 | 10725 GARLAND DR    | \$237.43 |

Total \$42,737.40