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**ENGINEER'S REPORT**

**ON THE ANNUAL LEVY**

**2024-2025**

**SEWER USER'S SERVICE CHARGE**

**IN THE CITY OF CULVER CITY UNDER THE**

**PROVISIONS**

**OF CHAPTER 5.02 OF THE CODE OF THE CITY OF**

**CULVER CITY, CALIFORNIA**

FILED with the City Clerk  
On April 3, 2024

PRESENTED to the City Council  
and APPROVED by Resolution  
No. 2024-R\_\_\_\_, adopted by said  
City Council on April 8, 2024  
and thereafter filed in the  
Office of the City Clerk

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City Clerk  
City of Culver City

TO: The Honorable Mayor and Members of the City Council

FROM: Yanni Demetri, Public Works Director and City Engineer

**CITY ENGINEER'S REPORT FOR SEWER USER'S SERVICE CHARGES FOR FISCAL YEAR 2024-25**

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Yanni Demetri, P.E. RCE 63388  
Public Works Director/City Engineer

**1.0 Introduction**

A major challenge confronting those responsible for wastewater infrastructure, transportation, treatment and disposal is acquiring adequate funds to finance and operate facilities and capital equipment, along with implementing appropriate pricing structures to ensure the self-sufficiency of the utility. The financing vehicle that is used by the utility and the timing of the financing are crucial in ensuring that wastewater customers are appropriately paying for facilities that they need, and not inappropriately financing facilities for future customers. It is a major goal of an effective financial plan to 'match' the economic impact on customers with the benefits received from the service.

Regulations governing Federal and State grant funds require the City of Los Angeles to maintain a Cost Recovery Program (Sewer User Charges System) which includes all operations and maintenance costs directly or indirectly related to the treatment and collection of liquid waste discharge by residents and businesses. As a result of Culver City's contractual relationship with the City of Los Angeles for wastewater treatment at the Hyperion Treatment Facility, Culver City (City) is also required to recover from each wastewater user their proportionate share of the costs incurred for wastewater collection capital improvements within Culver City, wastewater system operation and maintenance, City of Los Angeles capital improvements for conveyance to Hyperion and operation and maintenance at Hyperion. Accordingly, Culver City adopted a plan to collect wastewater user charges and implemented it for the first time in fiscal year 1980-81.

The City recovers wastewater user charges on an annual basis. Since the plan's inception, the County Auditor-Controller's offices, and the annual property tax bill, have been utilized as the vehicle for both billing and collection. This method has proven to be both functionally satisfactory and exceptionally economical.

## **2.0 Discussion**

In 2012, the City Council awarded a contract to NBS Government Finance Group dba NBS to conduct an in-depth review of the existing SUSC and determine if they were fair and equitable to each customer class taking into consideration the cost of City of Los Angeles services to convey and treat the wastewater and Culver City's costs for collection and conveyance of the sewage in its own system.

NBS determined the following findings:

1. The City's current sewer rates need to be adjusted to collect more revenue from single family customers and less from other customer classes, particularly commercial/restaurant customers.
2. The City should collect approximately 60% of rate revenue from base charges and 40% from its commodity charges based on the classification of current expenses as either fixed or variable. The City collected 90% of rate revenue from commodity charges. Fixed costs (which are associated with Base charges) are personnel costs (including cost for maintenance of the City's sewage collection system), office expense, and 75% of administrative charges and consultant support costs. These costs do not vary directly with the quantity of sewage produced. Variable costs (which are associated with Commodity Charges) are what the City pays to the City of Los Angeles for wastewater treatment-related costs, utilities at the pump stations, and 25% of administrative charges and consultant support. These charges are more directly tied to the quantity of sewage produced.
3. Existing landscape irrigation credits of 42% for residential customers are reasonable.

In addition, NBS prepared 5-year financial plan/revenue requirements (2012/13 through 2016/17) for the sewer enterprise fund. These requirements are based on several factors such as NBS' recommended targets for operating, capital and debt reserve balances and the City's projected capital improvement program.

On July 22, 2013, after a 45-day public notice, the City Council, after receiving and hearing all public comment, adopted rate increases of 4% across all customer classes for each Fiscal Years, 2013-2014, 2014-15 and 2015-16, with the exception of only a 3% rate increase for single family residences in Fiscal Year 2015-2016. In addition, base charges were adjusted to a 60% / 40% revenue split.

For Fiscal Year 2016/17 no rate increase was proposed or approved.

For Fiscal Year 2017/18, the City Council approved a rate increase of 2.7% based on the Bureau of Labor Statistics February Consumer Price Index for All Urban Consumers for the Los Angeles – Riverside - Orange County area for the prior 12-month period ending February 2017 for Fiscal Year 2017/2018.

For Fiscal Year 2018/19 the City Council approved a rate increase of 3.6% based on the Bureau of Labor Statistics February Consumer Price Index for All Urban Consumers for the Los Angeles area for the prior 12-month period ending February 2018 for Fiscal Year 2018/2019.

For Fiscal Year 2019/20 the City Council approved a rate increase of 2.5% based on the Bureau of Labor Statistics February Consumer Price Index for the Los Angeles area for the prior 12-month period ending February 2019.

For Fiscal Year 2020/21 the City Council, due to the severe impacts to both individuals and businesses caused by the COVID-19 pandemic, there was no increase proposed.

For Fiscal Year's 2021/22 thru 2023/24, due to sufficient reserves, there was no increase proposed.

The required reserve balance is \$1.6 million per the sewer bond covenants and is in a separate account and not part of the following sewer cash expenditure table.

	2022/2023	2023/2024	2024/2025
	Actual	Estimated	Proposed Budget
Beginning unreserved cash balance	23,704,578	24,343,056	14,578,033
Sewer - Operating	8,527,832	8,550,000	8,685,600
Interest Income	306,794	204,000	200,000
Sewer Facility - CC	118,565	240,000	240,000
Misc. Revenue	255,954	375,000	350,000.00
<b>Total Revenue</b>	<b>9,209,145</b>	<b>9,369,000</b>	<b>9,475,600</b>
Less: Operating Costs			
Salaries and Benefits	1,396,365	1,855,000	1,985,700
Other Culver City Operating Costs	3,102,275	2,730,217	2,900,000
L.A. Hyperion	1,221,006	1,800,000	1,500,000
Bond Debt Service	788,558	1,696,500	1,696,500
<b>Total Operating Exp (CAFR less Depreciation)</b>	<b>6,508,204</b>	<b>8,081,717</b>	<b>8,082,200</b>
Capital Projects			
Culver City (Appropriated)	841,457	9,252,306	1,500,000
L.A. Hyperion	1,221,006	1,800,000	1,500,000
<b>Total Capital Projects</b>	<b>2,062,463</b>	<b>11,052,306</b>	<b>3,000,000</b>
Total Expenses	8,570,667	19,134,023	11,082,200
Net Surplus/Deficit	638,478	-9,765,023	-1,606,600
Additional Operating Cash	0	0	0
Cash Balance-End of June	24,343,056	14,578,033	12,971,433

### 3.0 Recommendation

Staff proposes for Fiscal Year 2024/2025 that the City Council approve a rate increase of 3.4% based on the Bureau of Labor Statistics February Consumer Price Index for All Urban Consumers for the Los Angeles area for the prior 12-month period ending February 2024 as shown in the following table:..

Customer Class Code	Base Charge	Commodity Rate
101 Single Family <sup>1</sup>	\$309.88 +	(0.58W x \$1.41)
102 Multi-Family <sup>2</sup>	\$248.55 +	(0.85W x \$1.41)
200 Commercial/Business:	\$309.88 +	(W x \$4.01)
300 Commercial/Restaurants:	\$309.88 +	(W x \$7.97)
400 Institutional:	\$309.88 +	(W x \$4.24)
500 School/Public:	\$309.88 +	(W x \$3.27)
600 Special Users (Description in Engineer's Report)		
601	\$ 309.88 +	(W x \$4.70)
602	\$ 309.88 +	(W x \$6.07)
603	\$ 309.88 +	(W x \$6.08)
604	\$ 309.88 +	(W x \$3.71)
605	\$ 309.88 +	(W x \$6.27)
606	\$ 309.88 +	NOT USED
607	NOT USED	(W x \$4.85)
608	\$ 309.88 +	NOT USED
609	NOT USED	NOT USED
610	NOT USED +	NOT USED
611	NOT USED	(W x \$0)
612	\$ 156.20 +	(W X \$0.40)
613	\$ 309.88 +	(W x \$3.40)
614	\$ 309.88 +	(W x \$4.82)
615	\$ 309.88 +	
W=Annual Water Consumption in HCF		
<sup>1</sup> Base charge is per parcel		
<sup>2</sup> Base charge is per dwelling unit		

601 – 6000 Sepulveda Boulevard – Westfield Mall

602 – 6333 Bristol Parkway

603 – 5992 Green Valley Circle

604 – Southern California Hospital

605 – Sony Studios

606 – 6161 Centinela Avenue

607 – Not used

608 – 4065 Jackson Avenue – 50% of Code 101 + 50% of Code 300

609 – Not used

610 – Not used

611 – Not used

612 – Nurseries

613 – 10121 Jefferson Boulevard #4904651 – 10% of Code 200

614 – 10555 Jefferson Boulevard – 85% of Code 200

615 – 10824 Venice Boulevard – 20% of Code 300 + 80% Code 200

Continue to use Los Angeles Auditor-Controller property tax roll for SUSC billing purposes for FY 2024-2025 as it eliminates costly billing systems, additional staff, and minimizes bad debt.