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

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

2021 -2022

**HIGUERA STREET LANDSCAPING AND
LIGHTING MAINTENANCE DISTRICT**

**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 19, 2021

PRESENTED to the City Council

and APPROVED by Resolution
No. 2021-R____, adopted by said
City Council on May 24, 2021
and thereafter filed in the
Office of the City Clerk

City Clerk
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: HIGUERA STREET LANDSCAPING AND LIGHTING
MAINTENANCE DISTRICT
FISCAL YEAR 2021-2022 ASSESSMENT
ENGINEER'S REPORT**

Higuera Street Landscaping and Lighting Maintenance District (hereinafter referred to as "District"), described herein, was formed by Resolution 95-R056, adopted on July 10, 1995, in accordance with the Chapter 15.01 of the Code of the City of Culver City, California.

This report consists of the following seven sections and two exhibits, which are submitted herewith, and made a part hereof:

I. Diagram of District Boundaries and Parcels

Higuera Street Landscaping and Lighting Maintenance District, consisting of certain public property and private real property within the District which is subject to assessment, is shown on that Diagram which has been filed in the Office of the City Clerk and, as a duplicate copy, in the Office of the City Engineer, and by this reference is made a part hereof (as Exhibit C). The Map must be updated each year to reflect all changes made on the County Assessor's Map that impact the District. There are a total of 76 parcels in the District.

II. Types of Maintenance

The proposed maintenance to be performed within the landscaping and lighting maintenance area consists in general of the following:

- A. Landscaping in the street median strip and the parkways twice a month.
- B. Irrigation costs of the landscaping in the median strip and in the parkways.
- C. The District area illumination has been increased above standard by the installation of 27 more luminaires than standard. The District will pay the differential energy and maintenance costs of these decorative streetlights to the extent that these additional street lights remain in service.

III. Landscaping, Irrigation, and Lighting System Plans

The District Landscaping, Irrigation, and Lighting were constructed by contract by the Culver City Redevelopment Agency (hereinafter "Agency") as parts of Project R-3059. The Agency approved the plans and specifications for that project on June 20, 1994. The work was accepted by the Agency as completed on June 17, 1996.

IV. Performance of Maintenance by City Forces and/or Contractor

The maintenance of the improvements is provided by the City of Culver City force account and/or maintenance contracts awarded by the City, and the costs thereof assessed to the benefiting properties within the District.

V. Parcel Assessments Based Upon Benefit Received

It is proposed to assess the total amount of maintenance and incidental costs for maintaining the landscaped median areas and parkways, the irrigated areas in the median and the parkways, and the differential costs of the decorative streetlights to the individual parcels of real property within the District in proportion to the benefit to be received by such parcels of real property. The proposed individual assessments are shown on the attached assessment roll.

VI. Method of Assessment

The District costs are assessed amongst the benefited properties in accordance with their lot dimensions along Higuera Street. In those cases where a residential corner property fronts on a side street other than Higuera Street, the lot dimension used for computation of the assessment is one-half of the length along Higuera Street. There are a total of 4,461.45 linear frontage feet in the assessment district. The existing assessment is \$4.35 per linear foot and it is recommended that this amount be approved again for fiscal year 2019-2020.

VII. Estimated Cost of Maintenance and Improvements

The estimated cost of maintenance and improvements for the fiscal year includes, in total or in part, the following:

- A. The total cost of maintaining and servicing all existing improvements, as described in Section II, 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 of 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 assessment district is equal to the total maintenance and improvement costs, as referred to in Part A above, increased or decreased, as the case may be, by any of the amounts referred to in B., C., or D., above. The estimated and actual costs for Fiscal Year 2015/16 and estimated costs for Fiscal Year 2019/20 are shown in EXHIBIT A.

- 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.

Current Status

When the District was originally formed, the scope of the District's maintenance did not include the parkway landscaping maintenance. At the July 14, 2003 City Council meeting, a ballot measure was approved to increase the District annual assessment that added the parkway landscaping maintenance as a function of the District. The City Council adopted Resolution No. 2003-R053 that imposed the increased annual assessment levy for the fiscal year 2003/2004.

Over the history of the District, the only assessment increase for the District was in fiscal year 2003/2004. In the interim, the costs to maintain the District have increased. In fiscal years 2007-2008, 2008-09, and 2009-10, ballot measures to increase the assessment, failed to pass and therefore were not implemented.

In December 2009, the City Council approved a reduced maintenance schedule from 4 times a month to 2 times a month in order to have expenditures be in line with assessment revenues. Also the City Council approved the removal of the lanterns around the tree wells and irrigation water usage was reduced by 30%. These reductions brought the District's expenses in line with the revenues being received through the annual assessment.

Recommended District Assessment for Fiscal Year 2019-2020

There are a total of 4,461.45 linear frontage feet in the assessment district. The existing assessment is \$4.35 per linear foot and it is recommended that this amount be approved again for fiscal year 2021-2022. The District will be assessed a total of \$19,402.24

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

Respectfully submitted,

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

attachments

EXHIBIT A

| | |
|---|--------------------|
| Higuera Landscaping and Lighting Maintenance District actual and prorated 2020-21 Expenditures | |
| | |
| Maintenance Contract | \$6,000 |
| General Fund (Labor and Equipment) | \$5,867 |
| Irrigation Cost | \$15,800 |
| Electrical cost | \$750 |
| Assessment Procedure (City Engineer's Cost) | +\$1,600 |
| Total | \$30,017 |
| Total Approved 2020/21 Assessment | \$19,402.24 |

Irrigation and electric bill are available for review at the City Engineer's office

| General Fund (Labor and Equipment) 2020/2021 actual and prorated Expenditures | Hours | Hourly Rate | Total |
|--|-------|-------------|------------|
| Irrigation Tech. | 60 | \$47.77 | \$2,866.20 |
| Parks Manager | 40 | \$83.35 | \$3,334.00 |
| Total Labor | | | \$5,366.70 |
| Total Equipment | | | \$500.00 |

| | |
|--|--------------------|
| Higuera Landscaping and Lighting Maintenance District proposed 2021-22 Expenditures | |
| Maintenance Contract | \$6,000 |
| General Fund (Labor and Equipment) | \$6,344 |
| Irrigation Cost | \$4,500 |
| Electrical cost | \$500 |
| Assessment Procedure (City Engineer's Cost) | \$1,600 |
| Total | \$18,944 |
| Total Proposed Assessment | \$19,402.24 |

| General Fund (Labor and Equipment) Proposed 2021/2022 | Hours | Hourly Rate | Total |
|--|-------|-------------|------------|
| Irrigation Tech. | 70 | \$47.77 | \$3,343.90 |
| Parks Manager | 30 | \$83.35 | \$2,500.50 |
| Total Labor | | | \$5,844.40 |
| Total Equipment | | | \$500.00 |

| |
|---|
| Assessment Procedure (City Engineer's Cost) 2021/22 |
| Engineering Services Manager: |
| Research and determine total water and/or electrical cost: 3 hours |
| Discuss with Parks Manager 2 hours |
| Prepare reports: 2.5 hours |
| Attend 3 City Council meetings: 1.5 hours |
| \$900 total |
| |
| Parks Manager: |
| Research and determine city costs, i.e. supplies and personnel: 3 hours |
| Attend 2 City Council meetings: 1 hour |
| \$370 total |
| |
| Public Works Director/City Engineer: |
| Review reports: .75 hours |
| Attend 3 City Council meetings: 1.5 hours |
| \$330 total |
| |
| \$1600 total cost. |

EXHIBIT B

| Assessor's Parcel Number | Property Address | Frontage (Feet) | Current and Proposed Assessment |
|--------------------------|------------------|-----------------|---------------------------------|
| 4206-016-009 | 3960 Higuera St. | 60.00 | \$261.07 |
| 4206-016-010 | 3962 Higuera St. | 45.00 | \$195.80 |
| 4206-016-011 | 3966 Higuera St. | 45.00 | \$195.80 |
| 4206-016-012 | 3970 Higuera St. | 45.00 | \$195.80 |
| 4206-016-033 | 8959 Krueger St. | 34.00 | \$147.90 |
| 4206-016-034 | 8957 Krueger St. | 34.00 | \$147.90 |
| 4206-017-011 | 4006 Higuera St. | 62.50 | \$271.95 |
| 4206-017-012 | 4010 Higuera St. | 45.00 | \$195.80 |
| 4206-017-013 | 4014 Higuera St. | 45.00 | \$195.80 |
| 4206-017-014 | 4018 Higuera St. | 45.00 | \$195.80 |
| 4206-017-015 | 4022 Higuera St. | 45.00 | \$195.80 |
| 4206-017-016 | 4028 Higuera St. | 48.00 | \$208.86 |
| 4206-017-017 | 4034 Higuera St. | 62.50 | \$271.95 |
| 4206-011-013 | 8956 Hubbard St. | 50.00 | \$217.56 |
| 4206-011-014 | 4108 Higuera St. | 45.00 | \$195.80 |
| 4206-011-015 | 4112 Higuera St. | 45.00 | \$195.80 |
| 4206-011-016 | 4116 Higuera St. | 45.00 | \$195.80 |
| 4206-011-017 | 4122 Higuera St. | 45.00 | \$195.80 |
| 4206-011-018 | 4126 Higuera St. | 50.00 | \$217.56 |
| 4206-008-013 | 4156 Higuera St. | 50.00 | \$217.56 |
| 4206-008-014 | 4160 Higuera St. | 45.00 | \$195.80 |
| 4206-008-015 | 4164 Higuera St. | 45.00 | \$195.80 |
| 4206-008-016 | 4170 Higuera St. | 39.60 | \$172.31 |
| 4206-008-042 | 4174 Higuera St. | 30.20 | \$131.41 |
| 4206-008-043 | 4176 Higuera St. | 30.20 | \$131.41 |
| 4206-008-044 | 4178 Higuera St. | 30.20 | \$131.41 |
| 4206-008-045 | 4180 Higuera St. | 30.20 | \$131.41 |
| 4206-008-021 | 8673 Higuera St. | 33.43 | \$145.46 |
| 4206-008-022 | 8669 Higuera St. | 40.24 | \$175.09 |
| 4206-008-023 | 8665 Higuera St. | 40.24 | \$175.09 |
| 4206-005-016 | 8655 Higuera St. | 39.75 | \$172.96 |

| | | | |
|--------------|------------------|--------|----------|
| 4206-005-017 | 8651 Higuera St. | 40.24 | \$175.09 |
| 4206-005-018 | 8647 Higuera St. | 40.00 | \$174.05 |
| 4206-005-019 | 8643 Higuera St. | 40.00 | \$174.05 |
| 4206-005-020 | 8639 Higuera St. | 40.00 | \$174.05 |
| 4206-005-021 | 8635 Higuera St. | 40.25 | \$175.14 |
| 4206-004-016 | 3650 Helms Ave. | 40.25 | \$175.14 |
| 4206-004-037 | 8621 Higuera St. | 40.24 | \$175.09 |
| 4206-004-018 | 8617 Higuera St. | 40.24 | \$175.09 |
| 4206-004-019 | 8613 Higuera St. | 40.24 | \$175.09 |
| 4206-004-020 | 8605 Higuera St. | 80.49 | \$350.23 |
| 4206-001-016 | 8595 Higuera St. | 40.25 | \$175.14 |
| 4206-001-017 | 8591 Higuera St. | 40.24 | \$175.09 |
| 4206-001-018 | 8585 Higuera St. | 40.24 | \$175.09 |
| 4206-001-021 | 8563 Higuera St. | 150.36 | \$654.25 |
| 4206-001-001 | 8557 Higuera St. | 132.30 | \$575.67 |
| 4206-020-028 | 3951 Higuera St. | 50.00 | \$217.56 |
| 4206-019-001 | 3969 Higuera St. | 37.20 | \$161.87 |
| 4206-019-015 | 3975 Higuera St. | 45.00 | \$195.80 |
| 4206-019-016 | 3979 Higuera St. | 45.00 | \$195.80 |
| 4206-019-017 | 3983 Higuera St. | 45.00 | \$195.80 |
| 4206-018-010 | 4003 Higuera St. | 44.67 | \$194.37 |
| 4206-018-011 | 4009 Higuera St. | 44.67 | \$194.37 |
| 4206-018-012 | 4013 Higuera St. | 44.67 | \$194.37 |
| 4206-018-013 | 4017 Higuera St. | 44.66 | \$194.33 |
| 4206-018-014 | 4023 Higuera St. | 49.49 | \$215.34 |
| 4206-018-015 | 4027 Higuera St. | 39.83 | \$173.31 |
| 4206-018-016 | 4033 Higuera St. | 44.67 | \$194.37 |
| 4206-018-017 | 4037 Higuera St. | 44.67 | \$194.37 |
| 4206-010-015 | 4107 Higuera St. | 46.73 | \$203.33 |
| 4206-010-016 | 4109 Higuera St. | 46.72 | \$203.29 |
| 4206-010-017 | 4115 Higuera St. | 46.72 | \$203.29 |
| 4206-010-018 | 4117 Higuera St. | 46.72 | \$203.29 |
| 4206-010-019 | 4121 Higuera St. | 46.72 | \$203.29 |
| 4206-010-020 | 4127 Higuera St. | 46.73 | \$203.33 |
| 4206-009-013 | 4151 Higuera St. | 45.01 | \$195.85 |
| 4206-009-014 | 4161 Higuera St. | 45.00 | \$195.80 |
| 4206-009-015 | 4165 Higuera St. | 45.00 | \$195.80 |
| 4206-009-016 | 4171 Higuera St. | 45.00 | \$195.80 |
| 4206-009-017 | 4175 Higuera St. | 45.00 | \$195.80 |

| | | | |
|--------------|------------------|---------|-------------|
| 4206-009-018 | 4179 Higuera St. | 45.00 | \$195.80 |
| 4204-005-025 | 8665 Hayden Pl. | 202.53 | \$881.27 |
| 4204-005-018 | 8651 Hayden Pl. | 248.24 | \$1,080.18 |
| 4204-005-019 | 8635 Hayden Pl. | 356.00 | \$1,549.06 |
| 4204-005-022 | 8621 Hayden Pl. | 158.12 | \$688.03 |
| 4204-005-021 | 8601 Hayden Pl. | 168.88 | \$734.85 |
| | | 4461.45 | \$19,402.24 |

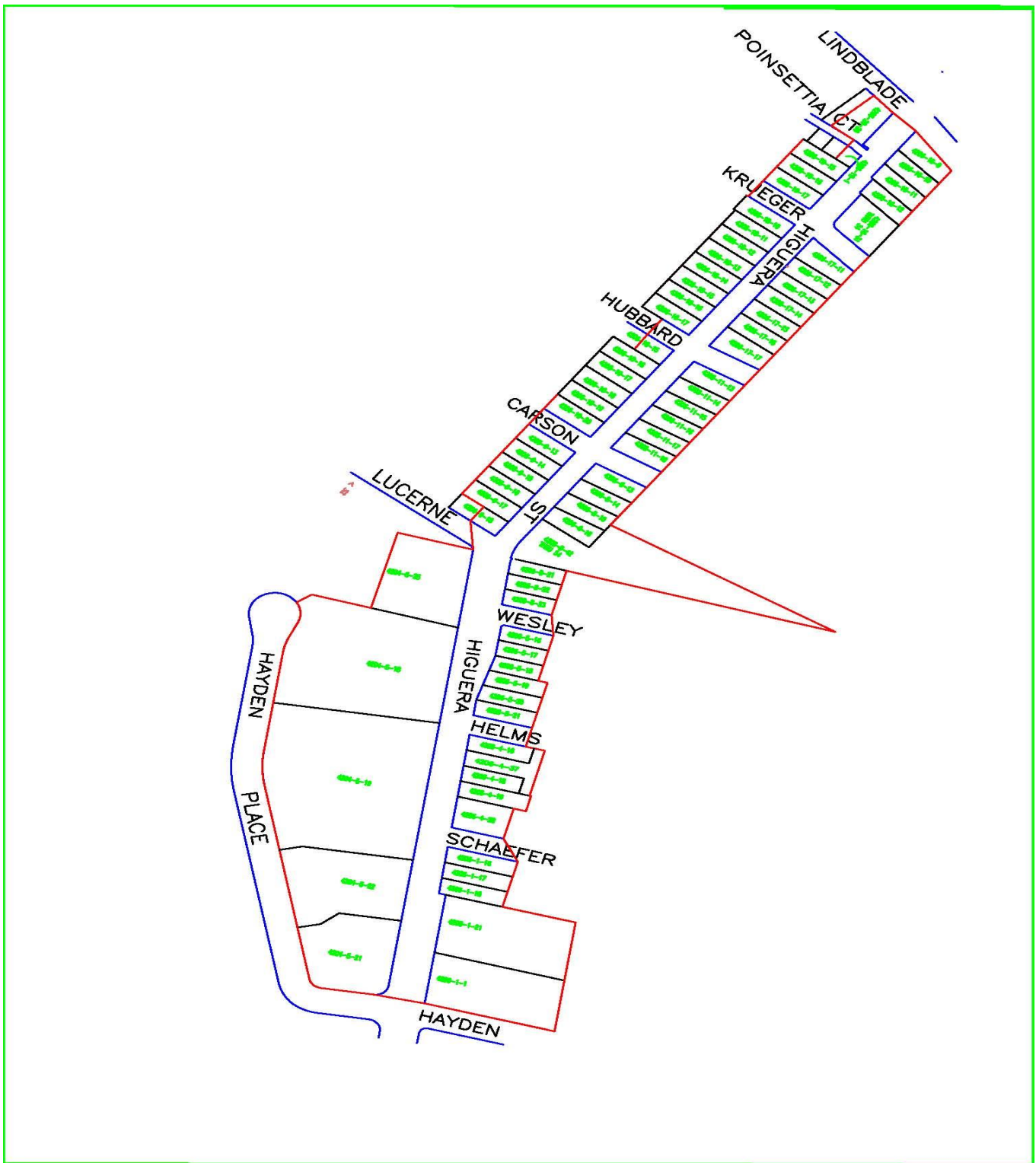


EXHIBIT C