

**ENGINEER'S REPORT
FOR
WESTLAKE SPECTRUM
LOCAL LANDSCAPE ASSESSMENT DISTRICT NO. 15
FISCAL YEAR 2020-2021**

BACKGROUND

In June 1989, the Board of Supervisors of the County of Los Angeles approved the formation of the Westlake Spectrum Local Landscape Assessment District No. 15 for the purpose of providing funds for the maintenance of landscaped areas located within the Westlake Spectrum Development (Tract 43744) in the City of Westlake Village pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of the State of California (the "Act"). Los Angeles County provided for the continued operation of the local landscape assessment district through the 1993-94 fiscal year.

At its April 13, 1994 regular City Council meeting, the City Council of the City of Westlake Village adopted Joint Resolution No. 655, a joint resolution with the County of Los Angeles to transfer jurisdiction of Westlake Spectrum Local Landscape Assessment District No. 15, herein referred to as the "District", from the County to the City.

This report provides the annual update of costs for the District for the fiscal year commencing July 1, 2020 and ending June 30, 2021. The District, by special assessments, provides funds for the operation, maintenance and servicing of City-administered landscape improvements within the Westlake Spectrum Development.

DESCRIPTION OF THE IMPROVEMENTS

The existing improvements which were provided in connection with the local landscape assessment district and which are continued for the District are briefly described as the operation and maintenance of streets and sidewalks with the City including: the operation, maintenance and servicing of landscaping, including trees, grass, shrubs, and other ornamental vegetation, and appurtenant facilities, including irrigation systems and drainage devices, located in roadways, streets and rights-of-way within the boundaries of the District.

"Operation" means the furnishing of contract administration and inspection services as well as assessment engineering and legal services associated with necessary assessment district proceedings.

"Maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of roadway landscaping and appurtenant facilities, including repair, removal or replacement of all or part of any of the landscaping or appurtenant facilities; providing for the life, growth, health and beauty of the landscaping, including cultivation, irrigation, trimming, spraying, fertilizing and treating for disease or

injury; the removal of trimmings, rubbish, debris and other solid waste; and the cleaning, sandblasting and painting of landscaping and appurtenant facilities to remove or cover graffiti. Maintenance activities will include, but not be limited to, watering, fertilization, mowing, weed control, tree trimming, rodent/insect/disease control, reseeding, irrigation, dethatching, removal and replacement of dead growth, maintenance of complete automatic irrigation control and irrigation distribution facilities and all other necessary work to operate and maintain the roadway landscaping and appurtenant facilities within the District.

"Servicing" means the furnishing of electric current, energy or gas for the operation of the appurtenant facilities and the furnishing of water for the irrigation of the landscaping and the maintenance of any of the appurtenant facilities.

The contract agreement with the City's landscape contractor, as well as District maps, plans and specifications for the improvements are on file in the office of the City Clerk at City Hall and are incorporated herein by reference. The referenced material indicates the general nature, location and extent of the roadway landscaping and appurtenant facilities and the exterior boundaries of the District.

Reference is made to the Diagram of the District (see Appendix "A") which indicates the exterior boundaries of the District. The lines and dimensions of each parcel of land within the boundary of the District conform to those shown on the Los Angeles County Assessor's maps which are incorporated herein by reference.

METHOD OF ASSESSMENT

The Act states, in part, that, "The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements." Improvements include the operation, maintenance and servicing of landscaping and appurtenant facilities, including irrigation improvements within the District. The operation, maintenance and servicing of landscape and irrigation improvements provide special benefits which are received by each and every assessed lot or parcel within the District.

The landscape improvements to be operated, maintained and serviced by the District are located within the parkway areas along Park Terrace Drive and Oak Crest Drive as shown on the District diagram map. Benefits derived from the operation, maintenance and servicing of the landscaping and appurtenant facilities are the beautification of the roadways which are traveled by the respective property owners, and the enhancement of the property values within the District because of the proper maintenance and servicing of these landscaped areas.

The lots and parcels in the Westlake Spectrum commercial area receive direct benefits from the landscaping and appurtenant facilities within that area. The benefits are shared equally by all properties in the District, and include aesthetic enhancement, creation of a pleasant working environment, improved safety and aesthetic benefits resulting from the

regular tree trimming and tree replacement programs, and improved street sweeping capabilities resulting from the trimming and replacement of trees which may otherwise interfere with street sweeping operations. The foregoing benefits tend to enhance the value of all the lots and parcels in the District.

The District is comprised of 11 assessable commercial lots of relatively equal size. The cost for the operation, maintenance and servicing of landscaping and appurtenant facilities is therefore spread equally among each of the assessable lots and parcels in the District.

FUND ACCOUNT

In accordance with the Act, any surplus or deficit in the improvement fund for the District shall be carried over into the next fiscal year. Appendix B shows the operation, maintenance and servicing costs for the 2019-2020 fiscal year, the surplus carry-over from fiscal year 2019-2020, the total 2020-2021 fiscal year special assessment and the projected assessment per parcel within the District.

ASSESSMENT ROLL

All assessed parcels of real property are listed on the Assessment Roll which is on file in the office of the City Clerk at City Hall and is hereby made a part of this Report by reference. The assessment roll states the net amount to be assessed upon assessable lands within the District, describes each assessable lot or parcel of land within the District, and shows the assessment upon each parcel within the District. These lots and parcels are more particularly described in the County Assessment Roll which is on file in the office of the Los Angeles County Assessor and by reference is a part of this Report.

COST ESTIMATE

The estimated budget of the costs of operating, maintaining and servicing the landscaping, and appurtenant facilities of the District for fiscal year 2020-2021 is shown in Appendix "B" of this Report. This estimated budget is based on the financial summary and proposed budgets prepared by the City Manager and City Engineer.

Engineer's Report submitted by:



Roxanne Hughes, P.E.
City Engineer



May 4, 2020
Date

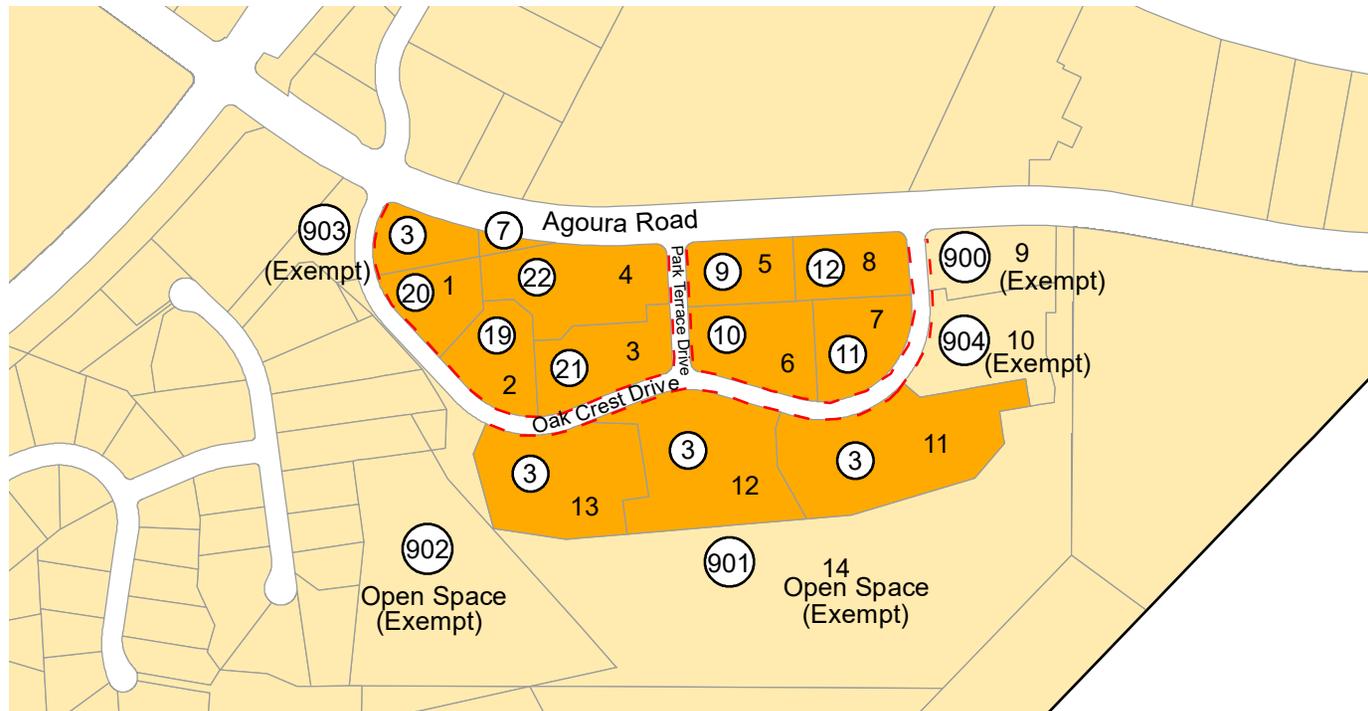
APPENDIX A

ASSESSMENT DIAGRAM

(Reduced)

ASSESSMENT DIAGRAM FOR LANDSCAPE MAINTENANCE PURPOSES CITY OF WESTLAKE VILLAGE LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT 15 WESTLAKE SPECTRUM BUSINESS PARK TRACT 43744

LANDSCAPE AND LIGHTING ACT OF 1972
CITY OF WESTLAKE VILLAGE
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

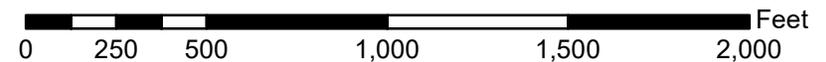


--- Parkway Landscaping

14 Tract 43744 Lot Number

902 Assessors Parcel Number: 2057-022-

District 15 - Westlake Spectrum Business Park, Tract 43744



APPENDIX B
ESTIMATED BUDGETS

Westlake Spectrum Local Landscape Assessment District No. 15

FY 19-20 FUND BALANCE

Zone No.	Beginning Fund Balance 6/30/19	Revenue FY 19-20		FY 19-20 Expense	FY 19-20 Projected Ending Fund Balance
		Ad Valorem	Assessments		
District 15	\$30,000	\$0	\$10,450	<\$11,500>	\$28,950

FY 20-21 FUND BALANCE

Zone No.	Beginning Fund Balance	Revenue FY 20-21		FY 20-21 Expense	FY 20-21 Projected Ending Fund
		Ad Valorem	Assessments		
District 15	\$28,950	\$0	\$10,450	<\$16,500>	\$22,900

FY 21-22 FUND BALANCE

Zone No.	Beginning Fund Balance	Revenue FY 21-22		FY 21-22 Expense	FY 21-22 Projected Ending Fund
		Ad Valorem	Assessments		
District 15	\$22,900	\$0	\$10,450	<\$16,500>	\$16,850

City of Westlake Village
 Landscape Maintenance (FY 2020-2021)
Westlake Spectrum District No. 15
ACCOUNT NO. 4720
 (11 EDUs)

		Approved FY 19-20 Budget	Projected FY 19-20 Expenses	Proposed FY 20-21 Budget	Proposed FY 21-22 Budget
Zone	ARTERIAL STREET OPERATION & MAINTENANCE COSTS				
1.	<u>Employee Services</u>				
	013 Overtime				
	015 Administration & Inspection				
	021 PERS Retirement				
	030 Medical Insurance				
	040 Workers Compensation				
	042 Unemployment Insurance				
	043 Medicare				
	045 Deferred Comp				
2.	<u>Operational Expenses</u>				
	110 Legal Services	\$ 500	\$ -	\$ -	\$ -
	214 Tree Trimming	\$ -	\$ -	\$ 5,000	\$ 5,000
	260 Contract Services - Asmt. Engineering	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
	276 Contract Services - Landscape Maintenance	\$ 16,700	\$ 10,000	\$ 10,000	\$ 10,000
	391 Contingency	\$ 1,500	\$ 500	\$ 500	\$ 500
3.	<u>Capital Outlay</u>				
	Total Capital Outlay	\$ -			
TOTAL DISTRICT COST		\$ 19,700	\$ 11,500	\$ 16,500	\$ 16,500
B.	<u>REVENUE SOURCE</u>				
	23 Projected FY 2020-2021 Beginning Fund Balance (District Reserves)			\$ 28,950	
	23 Projected FY 2020-2021 Assessment Funding			\$ 10,450	
	Projected FY 2020-2021 Assessment Per EDU			\$ 950	