

**ENGINEER'S REPORT
FOR
CITY OF WESTLAKE VILLAGE
LIGHTING MAINTENANCE ASSESSMENT DISTRICT NO. 1
FISCAL YEAR 2020-2021**

A. BACKGROUND

Until July 1979, the County of Los Angeles financed street lighting maintenance exclusively with ad valorem property taxes in accordance with the Municipal Improvement Act of 1911 (Streets & Highways Code §5000 *et. seq.*). County Lighting Maintenance District No. 10052 (CLMD 10052) was established by the Board of Supervisors of the County of Los Angeles in the unincorporated territory which is now the City of Westlake Village in accordance with the provisions of the Municipal Improvement Act of 1911.

When the passage of Proposition 13 reduced the amount of ad valorem tax funds available to the County-administered street lighting districts, the Board of Supervisors formed a County-wide lighting maintenance assessment district to provide supplemental funding for the continued operation of existing County districts. County Lighting Assessment District LLA-1 (LLA-1) was formed on July 24, 1979 in accordance with the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code, commencing with §22500 (hereinafter referred to as the "Act"). Pursuant to the Act, the County levied annual assessments against properties located in the City territory which benefit from the maintenance and servicing of the City street lighting system.

In 1988, to acquire the desired degree of control by the City over the lighting in the Three Springs subdivision located within the City, the Three Springs subdivision was withdrawn from CLMD 10052 and detached from LLA-1. At its June 8, 1988 regular City Council meeting, the City Council formed City of Westlake Village Landscape and Lighting District No. 1 to provide for the levy and collection of assessments for Fiscal Year 1988-89. City of Westlake Village Landscape and Lighting District No. 1 included the territory within the Three Springs subdivision in the City of Westlake Village. The purpose of forming the Three Springs lighting district was to establish street lighting standards that better meet the particular needs of the Westlake Village community.

In 1991, the City Council annexed to the District all territory located within the boundaries of the City but outside the boundaries of the City of Westlake Village Landscape and Lighting District No. 1. In addition, the City consolidated the District with CLMD 10052. Following such annexation and consolidation, the resulting district was designated "City of Westlake Village Lighting Maintenance Assessment District No. 1". After adoption of the joint resolution by the City Council and the Los Angeles Board of Supervisors, the transfer and consolidation of Lighting Maintenance Assessment District

No. 1 was processed by LAFCO and the State Board of Equalization to allow the transfer of the property tax revenues to the City. This process was completed by the beginning of the 1992-93 fiscal year.

B. DESCRIPTION OF THE IMPROVEMENTS

This report covers the period from July 1, 2020 through June 30, 2021. The improvements which are to be funded are briefly described as operation and maintenance of streets and sidewalks within the City, including the maintenance and servicing of public lighting facilities, and related facilities, installed in public streets, roadways and rights-of-way in the City, and are more specifically described as follows:

- Servicing of public lighting facilities, including traffic signal facilities, as defined in Section 22538 of the California Streets and Highways Code to include the furnishing of electric current or energy, gas or other illuminating agent for the public lighting facilities. Such service shall be furnished by the Southern California Edison Company.
- Maintenance of traffic signal systems including, but not limited to, removal, repair, replacement or relocation of light standards, poles, bulbs, fixtures, detectors, controllers, traffic engineering and all appurtenances.
- Maintenance of street lighting including, but not limited to, removal, repair, replacement or relocation of light standards, poles, bulbs, fixtures and all appurtenances.
- Maintenance of signal poles in FY 2020-21 will include the repainting or replacement of several traffic signal poles throughout the City and the associated design and traffic control necessary to accommodate the work.

The street lighting and traffic signal systems are located in and along public rights-of-way including major arterial streets and interior public streets and roadways. Major arterial streets and roadways include Agoura Road, Lakeview Canyon Road, Lindero Canyon Road, Russell Ranch Road, Thousand Oaks Boulevard and Triunfo Canyon Road.

An inventory of street lights maintained and serviced in the City is provided below. The inventory is comprised of both arterial street lighting and interior street lighting. Interior street lighting consists of publicly maintained lighting systems. The current street light inventory is:

5,800 lumen lamps	127 each
9,500 lumen lamps	684 each
16,000 lumen lamps	42 each
22,000 lumen lamps	234 each

27,500 lumen lamps	41 each
50,000 lumen lamps	8 each
Total Lamp Quantity	1,136

The improvements do not include privately maintained street lighting and related facilities within neighborhoods or commercial areas where private street lighting is maintained by property owner associations.

There are 13 existing City traffic signals maintained by the District. The City also shares the annual maintenance cost with Caltrans for the two traffic signals located at the Lindero Canyon Road interchange.

There are three locations where flashing beacons have been installed for enhancement of pedestrian safety at uncontrolled crosswalks: Russel Ranch Road, Lindero Canyon Road, and Lakeview Canyon Road.

As part of the City's City-wide Streetscape Master Plan, power and lighting may be added to existing arterial street medians to light advance street name signs, sidewalk lighting and entry monuments. These lighting improvements may be added when these street medians are re-landscaped.

District maps are on file in the office of the City Clerk at Westlake Village City Hall and are incorporated herein by reference. Plans, specifications and maps of the improvements showing the nature, location, and extent of the public lighting, traffic signal and appurtenant facilities are incorporated by reference. The referenced material shows the District and the locations of the public lighting facilities and related facilities within the District.

C. ZONES

The Act provides that the diagram and assessment may classify various areas within an assessment district into different zones where, by reason of variations in the nature, location and extent of the improvements, the various areas will receive differing degrees of benefit from the improvements. A zone shall consist of all territory which will receive substantially the same degree of benefit from the improvements. Two separate benefit zones have been established for the District. The following is a description of the two zones:

Citywide Arterial Street Lighting Zone:

The boundary of the Citywide Arterial Street Lighting Zone coincides with the City of Westlake Village City boundary and is comprised of all assessable parcels within the City. All assessable parcels, including commercial and private residential parcels, are assessed for the maintenance and servicing of street lighting, traffic signals and related facilities along major arterial streets.

Interior Street Lighting Zone:

The assessable parcels within the boundaries of the Interior Street Lighting Zone include all areas with publicly maintained street lighting, excluding areas with privately maintained street and/or driveway lighting systems. The following is a list of those areas which are excluded from the Interior Street Lighting Zone (i.e., areas with privately maintained lighting):

- Westlake Spectrum Commercial Development
- Westlake Colony Community
- Westlake Cove Community
- Oak Forest Estates Community
- Summer Shore Community
- Watergate Community
- West Park Community
- Westlake Pointe Community
- Westlake Renaissance Community
- Sycamore Canyon Estates

Street and/or driveway lighting maintenance in the above listed areas is funded through property owner associations. The assessable parcels within these private lighting areas receive special benefits from the maintenance and servicing of street lighting and traffic signals along major arterial streets and are, therefore, assessed accordingly in the Citywide Arterial Street Lighting Zone.

Reference is made to the Diagram of the District (see Appendix "A") which indicates the exterior boundaries of the District and the boundaries of the zones within the District and the lines and dimension of each parcel of land within 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 and are incorporated by reference.

D. METHOD AND FORMULA OF COST SPREAD

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". As is discussed above in Section C, the District is divided into zones because each zone includes specific improvements which benefit that zone.

The net amount to be assessed upon lands within the District is allocated by a formula and method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each lot or parcel from the improvements, namely the maintenance and servicing of public lighting facilities, including street lights, traffic signals, and appurtenant facilities, within public streets, roadways and rights-of-way within the District. The maintenance and servicing of public lighting facilities, including street lights, traffic signals and appurtenant facilities installed and constructed in public streets, roadway and rights-of-way in the District provides a

special benefit which is received by each and every assessed lot or parcel within the District, tending to enhance its value.

The method of spread selected is related to the type of facilities to be maintained and serviced and the type of benefits received. The land use/zoning designation method of spread in which the apportionment of the assessment is determined according to the present or ultimate use of the parcel, which thereby determines the level of service required by the parcel, is a method that is typically used for spreading the costs for street lighting and traffic signal operational maintenance and servicing.

The primary benefits of street lighting and traffic signals are for the convenience, safety, security, protection of people and property as set forth below:

- Improvement to traffic circulation and safety
- Improved pedestrian safety
- Increased illumination after sunset and therefore a reduction in vandalism, damage to improvements and other criminal acts
- Increased illumination for emergency vehicles
- Reduction in illegal dumping on vacant lands
- Improved ingress and egress to parcels in the District
- Enhanced visibility for commercial properties
- The enhancement to the value of the property which results from the foregoing benefits.

The intensity or degree of illumination provided on streets varies with the type of street, date of installation and the use of adjacent property. The recommended lighting intensities for commercial and other non-residential properties is generally three to four times greater than residential. The cost of providing the recommended level of lighting for commercial and other non-residential parcels is therefore approximately three to four times the cost of providing lighting for residential properties.

Each land use evaluation takes into consideration foot traffic, vehicular traffic, and hours of occupancy. A base value of one unit has been assigned to single family detached homes. Based on engineering judgment of factors involved, a value of 2 was given to Circulation while Intensity and Property Security were each rated 1/4 to form the basic unit. Parcels in other land use categories were then evaluated and rated by comparison with the basic unit. Commercial and industrial properties have been assigned additional units based on the comparative traffic circulation benefits and security and intensity benefit of the light provided. The average light intensities and energy consumption for commercial areas is greater than that required for residential areas.

The land use method of distributing the maintenance and servicing cost is similar to the method of spread used by the County of Los Angeles since the establishment of the County Lighting District LLA-1 in 1979. Appendix C of the County of Los Angeles Road Department Engineers Report is hereby incorporated by reference and is on file in the office of the City Engineer.

The City of Westlake Village has fewer land use categories than the County Lighting District LLA-1 and therefore the land use evaluation is less complex. A sample of the different land use categories and how the average benefit values are assigned is indicated below:

Land Use	Circulation	Property Intensity	Security	Total
Single Residential Unit	0.5	0.25	0.25	1.0
Office Buildings	1.0	1.0	1.0	3.0
Churches	0.5	1.0	0.5	2.0
Service Station	1.0	2.0	1.0	4.0
Restaurant	1.0	3.0	1.0	5.0
Stores	1.0	2.0	1.0	4.0
Supermarkets	2.0	4.0	2.0	8.0
Vacant	-	-	0.25	0.25
Warehouse Stores	2.0	4.0	2.0	8.0

The assessments, as required by the 1972 Act, must directly relate to the benefits received. As previously described above in Section C, the District is divided into two separate distinct zones based on the facilities to be maintained and serviced, and the resulting benefits received.

In past years, the County had exempted from the lighting assessments those areas or neighborhoods with privately maintained lighting systems. Descriptions of those areas are included in Section C of this report. All parcels within the District, however, receive traffic circulation, safety and security benefits from the street lighting, traffic signal and appurtenant facilities in and along the arterial street corridors. The arterial streets improve access to all lots and parcels throughout the District. Such street lights and traffic signals improve ingress and egress from such lots and parcels by controlling access and illuminating access after sunset. Furthermore, such street lights, by so improving ingress and egress, improve the security of such lots or parcels and improve access for emergency vehicles. In the case of commercial lots or parcels, street lights facilitate the opening and operating of businesses after sunset. These benefits enhance the value of the lots and parcels. All parcels in areas with privately maintained lighting systems should therefore share in the cost to maintain and service the arterial street lighting system. Traffic signal maintenance and servicing was added to the citywide arterial street lighting cost beginning in the 1993-94 fiscal year.

As in the past, parcels exempt from assessment include nonbuildable parcels dedicated for open space, flood control purposes, public easements and public utilities.

In accordance with the previously described Los Angeles County Engineer's Report, all assessable vacant parcels within the District receive some benefit from public lighting and should be assessed accordingly. In the past the County had not assessed vacant parcels within the City of Westlake Village. Based on the conclusions in the described report, and on sound engineering judgement, vacant parcels receive security benefits from illumination along the frontage of the parcels. The vacant parcels receive approximately 1/4 of the benefits received by occupied parcels. Therefore, those assessable vacant parcels within the District not previously assessed by the County have been assessed by the District.

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. The following table identifies the total assessments and assessment per parcel.

2020-2021 Fiscal Year Assessments

<u>Zone</u>	<u>Number of EDUs</u>	<u>Assessment per EDU</u>	<u>Net Assessment per Zone</u>
Arterial Street Lighting Zone (including traffic signal maintenance)	4219.90	\$ 6.36	\$26,838.56
Interior Street Lighting Zone	3101.90	<u>\$14.15</u>	<u>\$43,891.89</u>
Total			<u>\$70,730.46</u>

For Fiscal Year 2020-2021, single family homes with private interior lighting systems will receive a \$6.36 assessment for benefits received from the arterial street lighting systems and traffic signal maintenance. Single family homes with publicly maintained interior street lighting systems will receive an assessment of \$20.51 (\$6.36 + \$14.15) based upon benefits received from both the arterial and interior street lighting systems.

E. FUND ACCOUNTS

The District will be financed by the 2019-2020 fiscal year fund balance, 2020-2021 fiscal year ad valorem taxes, and supplemental special assessments generated by the District. The annual revenues must fund the District operations from July 1, 2020 through June 30, 2021. However, the special assessment revenues will not be available to the City until after property tax payments are made in December 2020 and April 2021. In past years, the City has advanced monies from the General Fund to finance operating expenses from July through December of individual fiscal years, if necessary. There will be no need for this advancement in 2020-2021 due to the 2019-2020 fund balance. The estimated 2020-2021 fiscal year expense budget for the District consists of the following components:

- Street lighting service and maintenance;
- Traffic signal service and maintenance including capital outlay for signal pole painting and replacements;
- Assessment engineering;

- City administration; and
- Legal Counsel.

Assessment district revenues for the 2020-2021 fiscal year include the following components:

- 2019-20 fiscal year reserves;
- Ad valorem property tax; and
- Special assessments.

A summary of the expenses and revenues is summarized in Appendix "B".

F. 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, shows the assessment upon each parcel within the District, and describes each assessable lot or parcel of land 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 made a part of this report.

G. COST ESTIMATES

The estimated costs of operating the District are listed in Appendix "B" of this Report. These estimates are 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



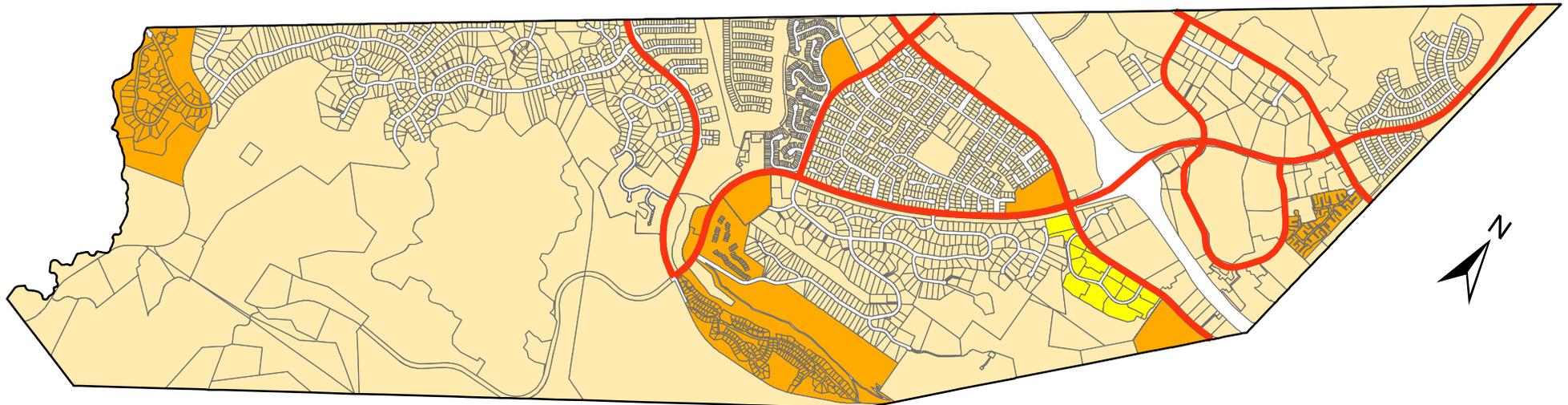
May 4, 2020
Date

APPENDIX A

ASSESSMENT DIAGRAM
(Reduced)

ASSESSMENT DIAGRAM FOR LIGHTING MAINTENANCE PURPOSES CITY OF WESTLAKE VILLAGE LIGHTING MAINTENANCE ASSESSMENT DISTRICT 1

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



0 1,250 2,500 5,000 7,500 10,000 Feet

Arterial Streets: (Agoura Road, Lakeview Canyon Road,
Lindero Canyon Road, Russell Ranch Road,
Thousand Oaks Boulevard, and Triunfo Canyon Road)

Exempt Residential Zone with Private Streets and
Privately Maintained Street Lighting:
Oak Forest Estates, Summershore,
Sycamore Canyon Estates, Watergate,
Westlake Colony, Westlake Cove,
Westlake Pointe, Westlake Renaissance, and Westpark.

Exempt Commercial Zone with Public Streets and
Privately Maintained Street Lighting:
Westlake Spectrum

NOTE:

All parcels are included in the interior
street lighting zone unless otherwise noted.
All parcels are included in the arterial
street lighting zone.

APPENDIX B
ESTIMATED BUDGETS

WESTLAKE VILLAGE LIGHTING ASSESSMENT DISTRICT NO. 1

FY 2019-20 FUND BALANCE

Beginning Fund Balance 6/30/19	Revenue FY 19-20		FY 19-20 Expense	FY 19-20 Projected Ending Fund Balance
	Ad Valorem & Earned Interest	Assessments		
\$639,202	\$299,030	\$70,730	<\$351,420>	\$657,542

FY 2020-21 FUND BALANCE

Beginning Fund Balance 6/30/20	Revenue FY 20-21		FY 20-21 Expense	FY 20-21 Projected Ending Fund Balance
	Ad Valorem & Earned Interest	Assessments		
\$657,542	\$300,000	\$70,730	<\$592,615>	\$435,657

FY 2021-22 FUND BALANCE

Beginning Fund Balance 6/30/21	Revenue FY 21-22		FY 21-22 Expense	FY 21-22 Projected Ending Fund Balance
	Ad Valorem & Earned Interest	Assessments		
\$435,657	\$300,000	\$70,730	<\$353,885>	\$452,502

City of Westlake Village
 Lighting Maintenance Assessment District No. 1
CITY WIDE AND IN-TRACT LIGHTING BUDGET (FY 2020-2021)
ACCOUNT NO. 4730
 4219.90 EDUs Arterial Street Lighting
 3101.90 EDUs Interior Street Lighting

		Approved FY 19-20 Budget	Projected FY 19-20 Expenses	Proposed FY 20-21 Budget	Proposed FY 21-22 Budget
A.	CITYWIDE STREET LIGHTING				
	1 <u>Employee Services</u>				
	010 Salaries - FT	\$ 8,975	\$ 8,975	\$ 8,480	\$ 8,735
	011 Salaries - PT	\$ 3,830	\$ 3,830	\$ 3,980	\$ 4,100
	013 Overtime	\$ 250	\$ 250	\$ 250	\$ 260
	015 Administration & Inspection	\$ -	\$ -	\$ -	\$ -
	021 PERS Retirement	\$ 685	\$ 685	\$ 750	\$ 775
	030 Medical Insurance	\$ 2,090	\$ 2,090	\$ 2,125	\$ 2,165
	040 Workers Compensation	\$ 280	\$ 280	\$ 270	\$ 280
	042 Unemployment Insurance	\$ 35	\$ 35	\$ 35	\$ 35
	043 Medicare	\$ 615	\$ 615	\$ 365	\$ 375
	045 Deferred Comp	\$ 60	\$ 60	\$ 60	\$ 60
	2 <u>Operational Services</u>				
	110 Contract Services - Legal	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
	206 Signal Maintenance (LA County)	\$ 89,100	\$ 89,100	\$ 100,000	\$ 105,000
	207 Street Lighting Maintenance	\$ 185,400	\$ 191,000	\$ 194,800	\$ 200,600
	260 Contract Services - Assessment Engineering	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
	391 Contingency	\$ 12,000	\$ 10,000	\$ 12,000	\$ 12,000
	3. <u>Capital Outlay</u>				
	432 Traffic Signal Pole Painting	\$ 205,000	\$ 25,000	\$ 250,000	-
	TOTAL DISTRICT COST	\$ 527,820	\$ 351,420	\$ 592,615	\$ 353,885
B.	REVENUE SOURCE				
	22 Projected FY 2020-21 Beginning Fund Balance (District Reserves)			\$ 657,542	
	22 FY 2020-21 Ad Valorem Tax Funding and Earned Interest			\$ 300,000	
	22 Projected FY 2020-21 Assessment Funding			\$ 70,730	