



# **ENGINEER'S REPORT**

for

## **STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT Fiscal Year 2018-19**

For the

**City of Pomona**

**Los Angeles County, California**

May 24, 2018



**ENGINEER'S REPORT**

**FISCAL YEAR 2018-19**

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**FISCAL YEAR 2018-19**

**CITY OF POMONA**

**ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE  
LANDSCAPING AND LIGHTING ACT OF 1972  
SECTION 22500 THROUGH 22679  
OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and in accordance with the Resolution of Initiation adopted by the City Council of the City of Pomona, State of California, in connection with the proceedings for:

**CITY OF POMONA  
STREET LIGHTING AND LANDSCAPING  
MAINTENANCE DISTRICT**

hereinafter referred to as the "Assessment District", I, K. Dennis Klingelhofer, P.E., authorized representative of Harris & Associates, the duly appointed ENGINEER OF WORK, submit herewith the "Report" consisting of six (6) parts as follows:

**PART A  
PLANS AND SPECIFICATIONS**

Plans and specifications for the improvements are as set forth on the lists thereof, attached hereto, and are on file in the Office of the Clerk of the City.

**PART B  
ESTIMATE OF COST**

An estimate of the cost of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth on the lists thereof, attached hereto, and are on file in the Office of the Clerk of the City.

**PART C  
ASSESSMENT ROLL**

An assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the Assessment District.

**PART D**  
**METHOD OF APPORTIONMENT OF ASSESSMENT**

A proposed assessment of the total amount of the costs and expenses of the improvements upon the several lots and parcels of land within the Assessment District, in proportion to the estimated benefits to be received by such lots and parcels, is set forth upon the revised assessment roll filed herewith and made part hereof.

**PART E**  
**LIST OF PROPERTY OWNERS**

A list of the names and addresses of the owners of real property within this Assessment District, as shown on the last equalized roll of the Assessor of the County of Los Angeles. The list is keyed to the records of the Assessor of the County of Los Angeles which are incorporated herein by reference.

**PART F**  
**ASSESSMENT DIAGRAM**

The Diagram of the Assessment District Boundaries showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District and the lines and dimensions of each lot or parcel of land within the Assessment District has been submitted to the Clerk of the City. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report.

The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated: May 24, 2018

By:   
K. Dennis Klingelhofer, P.E.  
R.C.E. No. 50255



## **Introduction**

The City of Pomona (the “City”) established the Consolidated Citywide Street Lighting and Landscaping Maintenance District to provide a source of funding for the on-going maintenance of the amenities that were installed for the benefit of the parcels within the District. The district was created under Article 4, Chapter 1, of the Landscaping and Lighting Act of 1972 (the “72 Act”) which is Part 2, Division 15 of the California Streets and Highways Code (the “Act”). As required, the City prepares an Engineer’s Report annually and holds a public hearing to allow property owners within the District to address the City Council prior to the annual levy of the assessments.

In July 1990, the City established a Consolidated Citywide District with six benefit/improvement zones (Zones A through F). In subsequent years, as new development occurred, additional Districts were formed, resulting in nine benefit/improvement zones (A through I).

In 2008, proceedings were initiated to the property owners in the Phillips Ranch Landscaping District to increase the rates that had been unchanged since Proposition 218. On July 21, 2018 a Public Hearing was conducted, ballots were tabulated and there was a majority vote against the increase so the rates have remained the same and reductions in maintenance levels have been made over the years as well as requiring contributions from the General Fund to offset the cost deficit.

This Engineer’s Report (the “Report”) sets forth the proposed assessments for Fiscal Year 2018-19 for the Street Lighting and Landscaping Maintenance District (the “District”). Since the District was created prior to the passage of Proposition 218 in 1996, which established Article XIID of the State Constitution, the Street Lighting and Landscaping Maintenance District is a “grandfathered” assessment district. As such it is not subject to the legal requirements of Proposition 218 so long as the assessments remain at rates that are equal to or less than the maximum assessment rates that were in place in 1996. As a result, the District does not have a built-in escalation factor to account for increasing maintenance costs resulting from inflation.

A discussion of District benefits is provided in Part A of this Report and the estimated cost of maintenance services for Fiscal Year 2018-19 are detailed in Part B of this Report. The method of apportioning Zone costs to the parcels of land within the District is provided in Part D of this Report and the full Assessment Roll that lists the assessment amount for each parcel in the District for Fiscal Year 2018-19 (referenced in Part C) is on file in the office of the City Clerk.

Each year as property develops, they are annexed into the appropriate District Zone for the benefits they receive. A list of the parcels that have approved the annexation for inclusion in Fiscal Year 2018-19 is shown in Part E.

**PART A  
PLANS AND SPECIFICATIONS**

**DESCRIPTION OF IMPROVEMENTS  
FOR THE CITY OF POMONA  
STREET LIGHTING AND LANDSCAPING  
MAINTENANCE DISTRICT  
FISCAL YEAR 2018-19**

The improvements are the construction, operation, maintenance and servicing of landscaping, lighting and appurtenant facilities including but not limited to personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services described as follows:

**1. LANDSCAPING**

Landscaping, planting, shrubbery, trees, irrigation systems, hardscapes, fixtures, and appurtenant facilities, in public rights-of-way, parks, parkways, and designated easements within the proposed boundary of said Assessment District.

**2. LIGHTING**

Poles, fixtures, bulbs, conduits, equipment including guys, anchors, posts and pedestals, metering devices, appurtenant facilities, and tree pruning around lights as required to provide lighting in public rights-of-way and easements within the proposed boundaries of said Assessment District.

## PART B ESTIMATE OF COST

The cost of the construction, operation, maintenance, and servicing of the improvements for Fiscal Year 2018-19, as described in Part A, are summarized herein and described as below. Figures include a proration of \$12,000 for District administrative and incidental costs.

ZONE	2018-19 Budget
<b>Phillips Ranch Landscaping (Zones A &amp; B*)</b>	
<b>Revenues</b>	
Assessment Revenue	\$953,960
City Contribution	4,088
Subtotal Revenue	<u>\$958,048</u>
<b>Expenditures</b>	
Personnel Costs	\$132,732
Contractual Services	606,572
Utilities	263,600
Internal Services	1,180
Other Operating Costs	18,701
Transfer Out	0
Surplus / (Deficit) to Fund Balance	<u>(64,737)</u>
Subtotal Expenditures	<u>\$958,048</u>
<b>South Garey Maintenance Assessment (Zone D-E-F)</b>	
<b>Revenues</b>	
Zone D (South Garey) Assessment Revenue	\$28,478
Zone E (Auto Center Dr.) Assessment Revenue	51,450
Zone F (South Garey) Assessment Revenue	<u>16,029</u>
Subtotal Revenue	<u>\$95,957</u>
<b>Expenditures</b>	
Personnel Costs	\$20,538
Contractual Services	40,335
Utilities	25,690
Internal Services	4,458
Transfer Out	0
Surplus / (Deficit) to Fund Balance	<u>4,936</u>
Subtotal Expenditures	<u>\$95,957</u>

\* Zone B Lighting Revenue & Expenditures are included in the Lighting Budget on the following page.

(Continued)



ZONE	2018-19 Budget
<b>Street Lighting (All Zones with Lighting - B, C, D, E, F and I)</b>	
<b>Revenues</b>	
Assessment Revenue	\$141,412
Subtotal Revenue	<u>\$141,412</u>
<b>Expenditures</b>	
Personnel Costs	\$27,404
Contractual Services	12,100
Utilities	80,000
Internal Services	201
Transfer Out	0
Surplus / (Deficit) to Fund Balance	<u>21,707</u>
Subtotal Expenditures	<u>\$141,412</u>
<b>University Corporate Center (Zone H)</b>	
<b>Revenues</b>	
Assessment Revenue	\$62,567
Subtotal Revenue	<u>\$62,567</u>
<b>Expenditures</b>	
Personnel Costs	\$26,321
Contractual Services	24,877
Utilities	25,100
Internal Services	4,020
Transfer Out	0
Surplus / (Deficit) to Fund Balance	<u>(17,751)</u>
Subtotal Expenditures	<u>\$62,567</u>
<b>SUMMARY:</b>	
<b>Revenues</b>	
Beginning Fund Balance (as of 7/1/18)	\$0
<b>Total Assessment for Fiscal Year 2018-19</b>	\$1,253,896
Contribution from other funds	<u>\$4,088</u>
	<u><b>\$1,257,984</b></u>
<b>Expenditures</b>	
Total Expenditures all Zones	\$1,313,828
Ending Fund Balance (6/30/19)	<u>(\$55,845)</u>
	<u><b>\$1,257,984</b></u>

The Landscape and Lighting Act of 1972 ("Act") requires that a special fund be set-up for the revenues and expenditures of the Assessment District. Funds raised by assessment shall be used only for the purposes as stated herein. A contribution to the Assessment District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance remaining on July 1 must be carried over to the next Fiscal Year.





**PART C**  
**ASSESSMENT ROLL**

The proposed assessment and the amount of assessment for Fiscal Year 2018-19 apportioned to each lot or parcel, as shown on the latest roll at the Assessor's Office are submitted in a separate document titled, "Assessment Roll for City of Pomona Street Lighting and Landscaping Maintenance District, Fiscal Year 2018-19" and is on file in the office of the City Clerk.

The description of each lot or parcel is part of the records of the Assessor of the County of Los Angeles and these records are, by reference, made part of this Report.

The total proposed assessment for the 2018-19 Fiscal Year is \$1,253,896.



## PART D

### METHOD OF APPORTIONMENT OF ASSESSMENT

#### I. DESCRIPTION OF ASSESSMENT ZONES

The assessment zones are described below indicating the type of benefit received. Please see the following pages in this Report for more information regarding the assessment zones.

Zone	Description	Landscaping Benefit	Lighting Benefit
A	Phillips Ranch	Yes	No
B	Phillips Ranch	Yes	Yes
C	District-Wide	No	Yes
D	Garey Ave. - Lexington Ave to Route 71	Yes	Yes
E	Garey Ave. - Auto Center	Yes	Yes
F	Garey Ave. - 9th St. to Lexington Ave.	Yes	Yes
H	University Corporate Center	Yes	Yes
I	Emerald Court - Tract No. 52097	No	Yes

#### II. PARCEL SUMMARY

The following is a summary, by zone, of the parcel data used to calculate the assessments.

Zone	Number of Parcels	Landscaping			Lighting	Total Asmt Fiscal Year 2018-19
		Frontage in Lineal Feet	Number of Dwelling Units	Area in Acres	Number of EDU's	
A	3,193	-----	3,162	77.53	3,627.16	\$927,791.20
B	97	-----	90	1.83	101.77	\$27,732.90
C	3,753	-----	3,026	854.34	8,062.05	\$123,913.78
D	38	6,289.59	4	64.62	391.84	\$34,499.70
E	25	-----	-----	53.31	320.52	\$56,376.67
F	155	7,539.41	87	40.04	276.37	\$20,276.50
H	19	-----	-----	41.62	249.72	\$62,567.37
I	48	-----	48	-----	48.00	\$737.76
<b>TOTAL</b>	<b>7,328</b>	<b>13,829.00</b>	<b>6,417</b>	<b>1,133.29</b>	<b>13,077.43</b>	<b>\$1,253,895.88</b>

### III. ASSESSMENT ANALYSIS

#### A. LIGHTING

##### 1. Zones B – F and I

The single family residential (SFR) parcel is the basic unit for calculation of the lighting assessment. This basic unit is called the Equivalent Dwelling Unit (EDU).

Commercial, industrial and multiple residential parcels (apartments) are assessed 6 EDU's per acre, or any portion thereof, with a minimum of 1 EDU per parcel. The allocation was developed by analyzing the average density of single family parcels receiving lighting assessments. A condominium unit is equal to 1 EDU.

The lighting maintenance costs, for lighting facilities located within and along public streets and sidewalks, are spread on an EDU basis to all zones except A which receives no lighting benefits. The assessment rate equals the total assessment divided by the total number of EDU's as follows:

Total Lighting Assessment = \$141,412

Total EDU's = 9,200.55

Assessment Rate =  $\$141,412 \div 9,200.55 = \$15.37 / \text{EDU}$

##### 2. Street Light Installation Projects (Zones G-1 through G-7)

**Zones G-1 through G-7.** In Fiscal Year 1998-99, property owners in Zone G-1 paid the final of seven annual installments for the installation of street lights. Property owners of parcels in Zones G-2 through G-7 had paid all installments off previously. Beginning with Fiscal Year 1999-00, all parcels formerly in Zones G-1 through G-7 are now included in Zone C.

(Zone G-1) Cadillac Drive	}	These parcels are now included in Zone C
(Zone G-2) Ballerina Place		
(Zone G-3) St. Paul Street		
(Zone G-4) Dudley Street		
(Zone G-5) Arroyo Street		
(Zone G-6) Elwood Avenue		
(Zone G-7) Kingsley Avenue		

## B. LANDSCAPING

### 1. Phillips Ranch (Zones A & B)

The Phillips Ranch area was established by a 100% property owner petition and contains a predominance of SFR which are assessed on a Dwelling Unit (DU) basis. The non-SFR properties, primarily commercial, are assessed on an acreage basis. The total landscaping assessment for these zones are apportioned to each land use by the percentage of area of each type of land use as follows (due to freeway expansion and the further development of non-residential property to include non-assessable public roads and easements, a portion of the non-SFR area has become non-assessable, as is shown below):

Non-SFR Area	5.43%
Freeway Right-of-Way & Other Non-Assessable Property	0.52%
SFR Area	<u>94.05%</u>
Total	100.00%

### 2. South Garey Avenue (Zones D, E, & F)

Zones D, E, and F relate to the South Garey Avenue area, for landscaping facilities located within and along public streets and sidewalks. The landscaping maintenance costs for zones D and F are averaged between the frontage on Garey Avenue and the area of the parcel. The total assessment is divided in half, with one half spread on an area basis, and the other half on a frontage basis. This recognizes the fact that there is not a uniform relationship between area and frontage for the properties within these zones. Zone E is part of an overall plan of development, therefore the maintenance costs are assessed based upon the area of the parcel only.

Parcels along Garey Avenue that are either zoned residential (County use code R-1), or have actual residential uses are included within the Assessment District but are not assessed. Such parcels will be assessed if, and when, they have commercial uses. An exception to this is Tract No. 49624, a 73-unit residential development located in Zone F. The assessment for this development is equal to that of a parcel with 660 lineal feet of frontage and 9.24 acres of area, and it is divided equally among the 73 residential units.



### 3. Landscaping Assessment Rate Calculations

Zone	Rate Type	Total Assessment	Portion Assessed	Assessment Spread	Quantity	Assessment Rate
A&B	Area	\$953,960	5.30%	\$50,522	79.358 Ac	\$636.63 / Ac
A&B	DU	\$953,960	94.70%	\$903,438	3,252.00 DU	\$277.81 / DU
D	Area	\$28,478	50.08%	\$14,263	64.625 Ac	\$220.70 / AC
D	Front	\$28,478	49.92%	\$14,215	6,289.59 LF	\$2.26 / LF
E	Area	\$51,450	100.00%	\$51,450	53.305 Ac	\$965.20 / AC
F	Area	\$16,029	49.20%	\$7,886	40.039 Ac	\$196.96 / AC
F	Front	\$16,029	50.80%	\$8,143	7,539.41 LF	\$1.08 / LF

## C. LIGHTING & LANDSCAPING

### 1. University Corporate Center (Zone H)

Properties within University Corporate Center petitioned the City to maintain their local lighting and landscaping improvements, located within and along the streets and sidewalks.

There are 19 commercial parcels in this area with 41.62 acres. Commercial parcels are assessed 6 EDU's per acre, or any portion thereof, with a minimum of 1 EDU per parcel. The lighting and landscaping maintenance costs are spread on an EDU basis. The assessment rate equals the total assessment divided by the total number of EDU's as follows:

Total Costs for Lighting and Landscaping = \$62,567

Total EDU's = 249.72

Assessment Rate = \$62,567 ÷ 249.72 EDU's = **\$250.55 / EDU**

### 2. Emerald Court, Tract No. 52097 (Zone I)

Properties within Emerald Court, Tract No. 52097, provided the City with a 100% petition requesting the City maintain the future local lighting improvements. There are 48 residential lots in this area. For Fiscal Year 2018-19, the City will be providing local lighting maintenance.

Total Costs for Lighting = \$737.76

Total EDU's = 48.0

Assessment Rate = \$737.76 ÷ 48.0 EDU's = **\$15.37 / EDU**



**IV. ASSESSMENT RATE SUMMARY**

Zone	Area	Landscaping Rate	Lighting Rate
A	Phillips Ranch	\$636.63 / AC or \$277.81 / DU	n/a
B	Phillips Ranch	\$636.63 / AC or \$277.81 / DU	\$15.37 / EDU
C	District-Wide	n/a	\$15.37 / EDU
D	Garey Ave. - Lexington Ave to Route 71	\$220.70 / AC + \$2.26 / LF	\$15.37 / EDU
E	Garey Ave. - Auto Center	\$965.20 / AC	\$15.37 / EDU
F	Garey Ave. - Lexington to 9th	\$196.96 / AC + \$1.08 / LF (Tract No. 49624 > \$34.70 / DU)	\$15.37 / EDU
H	University Corporate Center	<i>combined assessment</i> >	250.55 / EDU
I	Emerald Court - Tract No. 52097	n/a	\$15.37 / EDU

There is no increase in assessment rates for Fiscal Year 2018-19 from the prior year. Any future increases in assessment rates will require noticing and balloting as provided by Article XIID of the State Constitution (Proposition 218).



**PART E**  
**LIST OF NEW PARCELS**

New Parcels

One hundred percent (100%) of the owners of the parcels shown in the following list have given their consent for the levy of the assessment in the Street Lighting and Landscaping Maintenance District:

Parcel Number	Property Address
8304-001-038	3675 N TOWNE AVE
8304-001-040	NONE AVAILABLE
8319-002-011	904 SAN BERNARDINO AVE
8320-017-011	1057 LINCOLN AVE
8322-031-014	1717 LINCOLN AVE
8323-009-027	670 N RESERVOIR ST
8326-010-012	1149 E 4TH ST
8326-011-007	1137 E MISSION BLVD
8326-011-010	1119 E MISSION BLVD
8326-021-004	1040 E HOLT AVE
8327-022-029	NONE AVAILABLE
8329-005-046	1028 E LEXINGTON AVE
8333-006-014	770 E 12TH ST
8333-030-008	1385 S SAN ANTONIO AVE
8335-022-008	665 E 6TH ST
8337-009-027	655 E PASADENA ST
8338-023-029	NONE AVAILABLE
8339-020-023	1550 N GAREY AVE
8339-025-008	118 E COLUMBIA AVE
8340-006-015	1144 N HUNTINGTON BLVD
8341-004-041	225 S GAREY AVE
8341-004-042	263 S GAREY AVE
8341-004-051	100 W 2ND ST
8341-004-052	NONE AVAILABLE
8341-016-051	265 W 9TH ST
8341-023-048	1201 S PARCELS ST
8343-008-020	1452 S WHITE AVE
8343-010-003	NONE AVAILABLE
8343-010-004	NONE AVAILABLE

Parcel Number	Property Address
8348-004-008	1879 MOUNT VERNON AVE
8348-004-009	1851 MOUNT VERNON AVE
8348-004-010	1845 MOUNT VERNON AVE
8348-010-011	860 W MONTEREY AVE
8348-011-024	203 N MYRTLE AVE
8348-011-025	NONE AVAILABLE
8349-011-047	1300 W MISSION BLVD
8355-017-006	NONE AVAILABLE
8355-017-015	1875 W HOLT AVE
8357-002-026	815 WEBER ST
8358-024-033	NONE AVAILABLE
8358-024-034	NONE AVAILABLE
8359-014-020	1749 N GAREY AVE
8360-002-002	709 LOMA VISTA ST
8360-020-007	707 HILLCREST DR
8366-002-001	267 E BONITA AVE
8366-002-002	279 E BONITA AVE
8366-002-003	291 E BONITA AVE
8366-002-004	2815 MELBOURNE AVE
8366-015-007	2609 KIMBALL AVE
8705-008-039	1821 W 9TH ST
8707-019-014	1939 W MISSION BLVD
8707-019-015	1941 W MISSION BLVD
8707-019-016	1943 W MISSION BLVD
8707-019-017	2001 W MISSION BLVD
8707-019-018	462 S HUMANE WAY
8707-019-019	468 S HUMANE WAY
8719-002-012	3201 W TEMPLE AVE

List of Property Owners

Each lot or parcel as shown on the Assessment Diagram (Sheets 1 through 7) is referenced in Part F herein, and the list of property owners with the names and addresses of each property owner of each lot or parcel within the Assessment District boundaries as shown on the last equalized roll of the Assessor of the County of Los Angeles is, by reference, made part of this Report, including the above listed parcel numbers.

**PART F**  
**ASSESSMENT DIAGRAM**  
**(SHEETS 1 THROUGH 7)**

An Assessment Diagram for the Assessment District is on file in the office of the City Clerk. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles, for the year when this Report was prepared, and are incorporated by reference herein and made part of this Report.

