

November 19, 2019

City Council Meeting Agenda Packet:

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Agenda Date: 11/19/2019

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Stephanie Katsouleas, Public Works Director

Prem Kumar, City Engineer

Anastasia Seims, Senior Civil Engineer

SUBJECT:

Presentation of Underground Utility Assessment District 19-4 and Consideration of a Resolutions to Initiate District Formation Proceedings, Approve the Preliminary Engineer's Report, and Set a Date and Time for a Public Hearing (Public Works Director Katsouleas).

ADOPT RESOLUTIONS NOS. 19-0103 AND 19-0104

RECOMMENDATION:

Staff recommends that City Council adopt the following resolutions to initiate Underground Utility Assessment District (UUAD) formation proceedings for District 19-4 (District 4):

1. Resolution No. 19-0103 approving the Resolution of Intention (Attachment).
2. Resolution No. 19-0104 approving the Preliminary Engineer's Report and setting a Public Hearing for the City Council Meeting of January 7, 2020 (Attachment).

FISCAL IMPLICATIONS:

The total cost to underground electrical and telecom utilities for 167 homes in District 4 is \$7,255,000, which includes plan designs, construction, construction oversight, cabling, financing, and other incidental costs as follows:

Category	Cost
Design Services	\$ 189,726.00
Construction and Cabling	\$5,279,613.61
Project Contingency	\$ 527,961.36
Incidental Expenses	\$ 628,271.25
<u>Bond Costs</u>	<u>\$ 629,427.78</u>

Total Undergrounding Costs \$7,255,000.00

To date, \$222,206 has been spent on utility design plans and Assessment Engineering services using funds provided by various homeowners (Depositors) in District 4. Should District 4 be formed following the results of the Proposition 218 vote, then these funds would be fully reimbursed to Depositors per the terms of the loan agreement approved by City Council on June 5, 2018. Additionally, the City will be reimbursed for its total costs incurred, including past and future staff time to administer the District formation and completion process. If the District is not approved, the City will not recoup reimbursement for the staff time expended to bring District 4 forward.

BACKGROUND:

On October 3, 2017, City Council approved a request from District 15 property owners to expand its boundaries back to those of the former District 4, which had failed the Proposition 218 process in November 2005. City Council also approved the District's request to allow it to immediately proceed with design and assessment engineering at its own cost, thus bypassing the City's survey validation requirement. Recall that the survey validation process is required when the City contemplates advancing its own funds for design and Assessment Engineering services, but it is not required otherwise.

On June 5, 2018, City Council approved entering into a Deposit Agreement with District 4 property owners, who subsequently deposited \$222,206 with the City to cover design and assessment engineering costs so that District 4 designs could immediately commence. Shortly thereafter, Southern California Edison (SCE) began design work and Frontier and Spectrum followed suit in early 2019. All design plans were completed in June 2019 and reviewed by staff in July 2019. Minor corrections were made, and final draft plans were presented to District 4 homeowners in September 2019. During this same time period, around June 5, 2019, the City executed a contract amendment with NV5 to provide additional assessment engineering services for District 4.

The final utility design plans were put out to bid in September 2019, and due back on October 21, 2019. In addition to the construction pricing, cabling costs to convert overhead utilities to underground facilities for District 4 were provided to the City by the utility companies by October 30, 2019. Those costs, as well as all other incidental and bond costs incurred and projected to facilitate the conversion work, were incorporated into the District 4 Preliminary Engineer's Report (Attachment), which also describes the allocation formula used to apportion the total project costs to each parcel in the District.

DISCUSSION:

As mentioned above, NV5 was retained by the City to develop an assessment methodology that properly distributes District 4's total project costs to parcels within the district. The allocation formula developed by NV5 can generally be described as follows:

- 1/3 of the total cost is allocated to a special benefit for neighborhood aesthetics
- 1/3 of the total cost is allocated to a special benefit for safety
- 1/3 of the total cost is allocated to a special benefit for reliability

Safety and reliability are assumed to benefit all parcels equally, regardless of property size, and thus are equally allocated to each parcel in the District, except to those who do not receive these benefits. Safety and reliability benefits represent two-thirds of the total per-parcel cost. The remaining one-third, the aesthetic benefit, is based on the unique area of each parcel and not on the size or value of the parcel dwelling itself. Larger parcels receive a higher neighborhood benefit and thus a larger portion of the project costs. A summary of the total and average assessments for each district is provided below.

Now that bidding has concluded and the Preliminary Engineer's Report is complete, the next step in the process is for City Council to adopt the attached Resolutions for District 4, and initiate the Proposition 218 voting procedures for potential formation of the District.

The following actions will be accomplished through adoption of the Resolutions:

- **Resolution of Intention:**

This jurisdictional resolution is required under the "Municipal Improvement Act of 1913" proceedings, declaring intent to finance improvements through the levy of assessments and the issuance of bonds.

- **Resolution Approving Preliminary Engineer's Report and Fixing the Time and Place of the Public Hearing:**

This resolution provides approval of the Preliminary Engineer's Report and sets the date, time, and place for a Public Hearing to count the Proposition 218 votes returned, where upon the District may be potentially formed. Pursuant to the provisions of the "Municipal Improvement Act of 1913," the Preliminary Engineer's Reports consist of the following:

- Plans and Specifications
- Assessment Methodology
- Cost of Proposed Improvements
- Assessment Roll
- Assessment Diagram/Boundary Map
- Valuation Information

Upon setting a date for the Public Hearing, a Notice of Proposed Assessment, the Proposition 218 ballot, a return envelope, and a Notice of Public Hearing will be mailed to each affected property owner in the District. The Public Hearing must be held upon or after the expiration of a 45-day period from the mailing of the Notice of Proposed Assessment. At the Public Hearing, scheduled for January 7, 2020, City Council will hear public testimony either in support for or against the proposed District, and the mailed ballot votes will be tabulated during the meeting to determine the percentage of property owners, by weighted return, in favor of the project. The value of each vote returned is weighted according to the proportional financial obligation of the affected parcel. This means that ballots with higher assessment values have more voting power than ballots with lesser assessment values. If at least 50%+1 of the weighted returned ballots are in favor of the Assessment District, City Council may proceed with formation of the District and construction may commence.

Should District 4 be approved after tabulation of the weighted ballots, property owners will be

given an opportunity to pay their assessments during a 30-day cash collection period, which will commence shortly after voter approval of the district and is projected to end on Friday, February 14, 2020. After the cash collection period ends, the City will calculate the remaining balance due for the entire District and sell bonds representing the unpaid balance of the assessments. The prepayments and bond proceeds, which are secured by the unpaid assessments, will finance district formation costs as well as construction and cabling work. Property owners who elect to bond-finance their assessments in lieu of making a cash payment will be able to spread the total assessment balance over a 20-year period, with annual payments made as part of their annual property tax bills. It is important to note that bond-financed assessments may be paid off at any time during the 20-year period with a minor pre-payment penalty if paying off the assessment before year 12. Alternatively, property owners who elect to pay the total assessment due during the cash collection period will not incur the bond financing fees that are built into the total assessment calculation for voting purposes. This can result in an approximately nine percent reduction of the proposed assessments presented to voters. This reduced assessment option is clearly stated in the ballot materials presented to property owners in the District.

Individual property owner assessments are identified in the Preliminary Engineer's Reports for District 4, which is attached to this staff report and available on file in the Public Works Department and with the City Clerk. Property owners will be mailed notice of their individual assessment amounts within three days of City Council's approval of the Preliminary Engineer's Reports. A follow-up postcard will be mailed approximately two weeks later informing property owners that they should have received their ballot materials in the mail and encouraging them return their ballots.

The Public Works Department will also host a public meeting during the 45-day mailed ballot period to discuss individual assessments with property owners. This meeting is scheduled for December 10, 2019, at 6:00 PM at the Police/Fire Conference Room. During the public meeting, staff and the Assessment Engineer will provide property owners an opportunity to further review their individual assessments and ask questions regarding the assessment methodology, election process or any other aspect of the district formation process.

The fully-burdened assessment ranges for property owners in District 4 are \$28,311.39 to \$127,342.41, with an average of \$43,443.11.

As mentioned above, if the District is approved by the property owners and City Council following the Proposition 218 voting process, the City and Depositors will be reimbursed for their costs, including Assessment Engineering fees, utility design fees, and staff time. If the District does not pass the Proposition 218 voting process, it will be formally dissolved and the City and Depositors will not be reimbursed for all costs expended to date.

Note that the individual property owner assessments represent only the improvement costs within the public right-of-way. The assessments do not include the additional costs that may be incurred by property owners to make private properties ready to receive underground wire connections. The cost for this connection work is coordinated directly with private electrical contractors and will vary depending each property's unique characteristics. Examples of such unique characteristics are the distance from the service panel to the property line, working around physical structures or land improvements such as stairs and retaining walls, or whether a

panel upgrade is required, etc. Property owners are encouraged to consider this additional cost when deciding whether to vote in favor of or opposition to the proposed assessment.

PUBLIC OUTREACH:

A Public Meeting was held on September 12, 2019, to review the design plans with property owners in Underground Utility Assessment District 4 to provide them an opportunity to:

1. Review the construction documents showing all infrastructure planned in the public right-of-way adjacent to each parcel;
2. Verify the correct location of individual property service panels/meters;
3. Verify the correct location of each utility stub out relative to individual property service panels; and
4. Comment on the proposed designs both at the meeting and by appointment for 10 days following the meeting. All comments provided are being considered, and if appropriate, incorporated into the construction documents.

A second Public Meeting is scheduled for December 10, 2019, to discuss individual assessments with property owners. At this meeting, property owners may review their individual assessments and ask questions.

LEGAL REVIEW:

Bond Counsel has reviewed this staff report and all the attachments and has approved as to legal form.

ATTACHMENTS:

1. UUAD 19-4 Boundary Map
2. Resolution No. 19-0103
3. Resolution No. 19-0104
4. Preliminary Engineer's Report
5. Sample Ballot & Procedures
6. Sample Notice of Proposed Assessment
7. Notice of Public Hearing
8. Certificate of Sufficiency
9. PowerPoint Presentation

BOUNDARY OF PROPOSED ASSESSMENT DISTRICT NO. 19-4 CITY OF MANHATTAN BEACH, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

FILED IN THE OFFICE OF THE CITY CLERK OF MANHATTAN BEACH,
THIS ____ DAY OF _____, 20 ____.

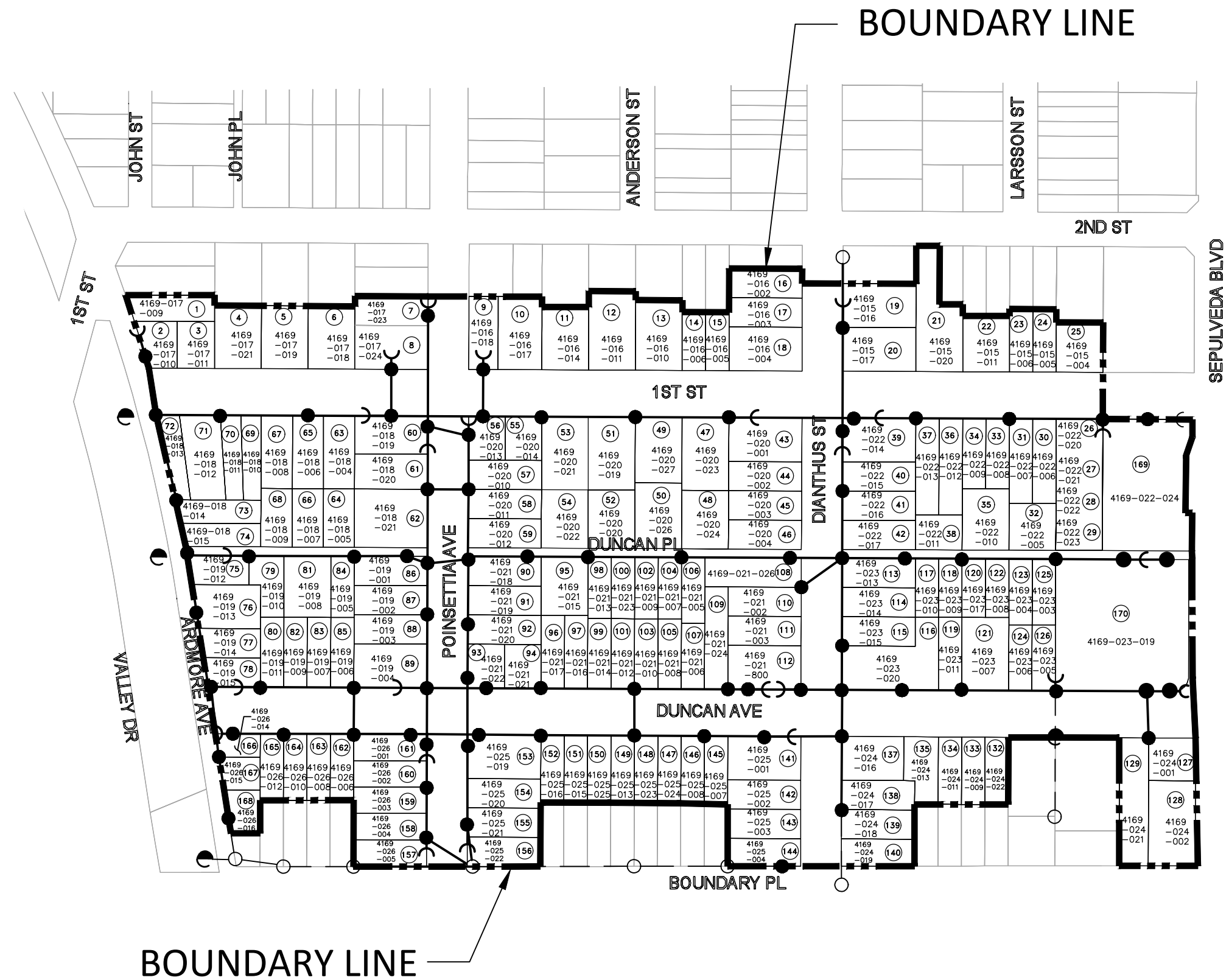
CITY CLERK
CITY OF MANHATTAN BEACH

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED
BOUNDARIES OF ASSESSMENT DISTRICT 19-4, CITY OF
MANHATTAN BEACH, STATE OF CALIFORNIA, WAS APPROVED BY
THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH AT A
REGULAR MEETING THEREOF, HELD ON THE ____ DAY OF
_____, 20 ____, BY ITS RESOLUTION NO. _____

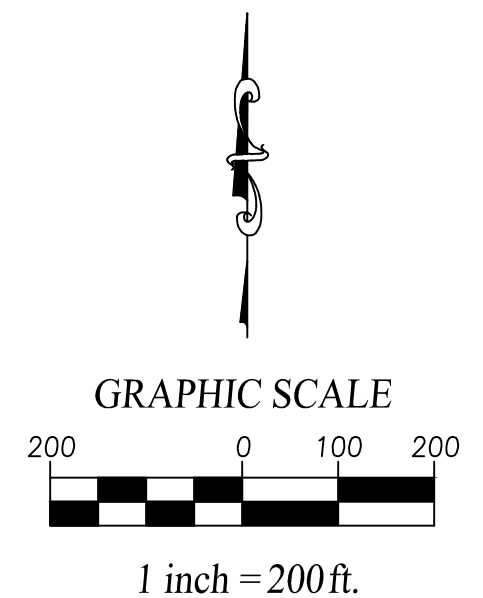
FILED THIS ____ DAY OF _____, 20 ____, AT THE HOUR
OF ____ O'CLOCK ____ M. IN BOOK ____ OF MAPS OF
ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AT
PAGE ____, IN THE OFFICE OF THE COUNTY RECORDER IN THE
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA.

COUNTY RECORDER OF COUNTY OF LOS ANGELES

NOTE: FOR PARTICULARS OF THE LINES AND DIMENSIONS OF
ASSESSOR'S PARCELS, REFERENCE IS MADE TO THE MAPS OF THE
LOS ANGELES COUNTY ASSESSOR, WHICH MAPS SHALL GOVERN
FOR ALL DETAILS RELATING THERETO.



- LEGEND**
- POWER POLE TO BE REMOVED
 - GUY WIRE TO BE REMOVED
 - POWER POLE TO REMAIN IN PLACE
 - GUY WIRE TO REMAIN IN PLACE
 - NEW RISER POLE
 - OVERHEAD UTILITY GUY WIRE TO REMAIN
 - POWER LINE TO BE REMOVED
 - POWER LINE TO REMAIN
 - ASSESSMENT DISTRICT AREA BOUNDARY
 - ON-SITE PARCEL
 - OFF-SITE PARCELS
 - ⓧ ASSESSMENT NO.
- PARCELS: 167
DISTANCE: 10,220 LF
POWER POLES TO BE REMOVED: 82



RESOLUTION NO. 19-0103

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH ACCEPTING THE PETITION, AND DECLARING ITS INTENTION TO TAKE PROCEEDINGS PURSUANT TO THE MUNICIPAL IMPROVEMENT ACT OF 1913 AND TO ISSUE BONDS PURSUANT TO THE IMPROVEMENT BOND ACT OF 1915, AND MAKE CERTAIN FINDINGS AND DETERMINATIONS IN CONNECTION THEREWITH, ALL RELATING TO THE FORMATION OF ASSESSMENT DISTRICT NO. 19-4

WHEREAS, a petition (the "Petition") of the owners of certain real property (such real property located in an area that is hereinafter referred to as the "Assessment District") located in the City of Manhattan Beach (the "City") was undertaken by the City in connection with the potential undergrounding of electric, telephone and cable facilities, and the removal of poles, overhead wires, guys, anchors and appurtenant work therewith as further described in Section 4 hereof (the "Improvements"), the cost of which is to be specifically assessed against each parcel of land benefiting from such Improvements; and

WHEREAS, the result of the Petition indicated that more than 50% of said owners by acreage were in favor of being assessed in order to finance the Improvements; and

WHEREAS, the Petition satisfies the requirements for instituting proceedings for the conversion of existing overhead electric and communication facilities to underground locations in accordance with Section 5896.5 of the Streets and Highways Code of the State of California; and

WHEREAS, the City Clerk has provided at this meeting a Certificate of Sufficiency pursuant to Section 5896.7 of the Streets and Highways Code of the State of California certifying the sufficiency of the Petition; and

WHEREAS, the City Council of the City desires to undertake the Improvements within the Assessment District and to order the formation of the Assessment District to pay the costs thereof under and pursuant to the provisions of the Municipal Improvement Act of 1913 (the "1913 Act"); and

WHEREAS, the proposed Assessment District, if it is formed, is to be known and designated as Assessment District No. 19-4; and

WHEREAS, the proposed boundaries of the Assessment District are shown on a map which indicates by a boundary line the extent of the territory proposed to be included in the Assessment District, which map is designated "Boundary of Proposed

Assessment District No. 19-4” (the “Map”), which Map is on file in the office of the City Clerk; and

WHEREAS, it appears to the City Council that an Assessment District should be formed to finance the installation of said Improvements under the provisions of the 1913 Act; and

WHEREAS, the City Engineer, with the assistance of NV5, is competent to make and file with the City Clerk the report with regard to the Improvements, which report is required by the 1913 Act to be made and filed; and

WHEREAS, the conversion of overhead electric utility distribution system facilities to underground, including connection to existing overhead electric utility distribution lines where the surface is restored to the condition existing prior to undergrounding, is categorically exempt from the California Environmental Quality Act (Public Resources Code Section 21000 *et seq.*) (“CEQA”) and its implementing guidelines (14 California Code of Regulations Section 15000 *et seq.*) (the “Guidelines”) pursuant to Section 15302(d) of the Guidelines; and

WHEREAS, before ordering the Improvements, the City Council is required, under the 1913 Act, to adopt a resolution declaring its intention to do so; and

WHEREAS, the City Council intends to consider issuing bonds secured by the assessments to be levied on property in the Assessment District pursuant to the Improvement Bond Act of 1915, being Division 10 (commencing with Section 8500) of the Streets and Highways Code (the “1915 Act”); and

WHEREAS, before issuing bonds, the City Council is required, under the 1915 Act, to adopt a resolution declaring its intention to do so;

NOW, THEREFORE, the Council of the City of Manhattan Beach does hereby **RESOLVE**, as follows:

1. **Recitals.** The above recitals, and each of them, are true and correct.
2. **Sufficiency of the Petition.** The Petition, as filed with the City Clerk, is hereby found to be legally sufficient pursuant to Sections 5896.5 through 5896.7 of the Streets and Highways Code of the State of California. The Certificate of Sufficiency provided by the City Clerk at this meeting is hereby accepted.
3. **Approval of Map.** The Map is hereby approved, adopted and declared to describe the proposed boundaries of the Assessment District; and it shall govern for all details as to the extent of the Assessment District. The City Clerk is hereby directed to endorse her certificate on the original of the Map evidencing the date and adoption of this resolution and to file said Map in her office, and to file a copy of said Map so endorsed with the County Recorder of Los Angeles, California within fifteen (15) days

after the adoption of the resolution fixing the time and place of hearing on the formation and extent of the Assessment District.

4. Nature of Improvements. The Improvements generally include the undergrounding of existing electric, telephone and cable facilities, including the removal of poles, overhead wires, guys and anchors and the installation of new underground service connections and new streetlights and appurtenant work therewith as shown on the Map. The improvements have been designed by the Southern California Edison Company (“Edison”) and other utility providers. The utilities will construct the improvements, and the City will inspect the work to ensure conformance to City standards and specifications where applicable. Once completed, the underground facilities will become the property and responsibility of Edison and such other utility providers. Each owner of property located within the Assessment District will be responsible for arranging and paying for work on his or her property necessary to connect facilities constructed by the public utilities in the public streets to the points of connection on the private property. Conversion of individual service connections on private property is not included in the work done by the Assessment District. Failure to convert individual service connections on private property may result in a recommendation to the City Council that the public utilities be directed to discontinue service to that property. Overhead facilities cannot be removed until all overhead service has been discontinued.

5. Public Interest and Necessity. The City Council hereby finds and declares that the public interest and necessity require the Improvements, and the Improvements will be of direct and special benefit to the properties and land within the Assessment District. The City Council hereby declares its intention to order the conversion of the existing overhead electric and communication facilities to underground locations, and the acquisition of the Improvements, to make the expenses thereof chargeable upon the area included within the Assessment District, and to form the Assessment District.

6. Intention to Levy Assessment. The City Council further declares its intention to levy a special assessment upon the land within the Assessment District in accordance with the respective special and direct benefit to be received by each parcel of land from the Improvements.

7. Initiation Proceedings. This City Council finds and determines that before ordering the acquisition of the Improvements it shall take proceedings pursuant to the 1913 Act and pursuant to Part 7.5 of the Special Assessment Investigation, Limitation and Majority Protest Act of 1931, Streets and Highways Code Section 2960 *et seq.* (the “1931 Act”).

8. Assessment Engineer Report. NV5 is appointed the Assessment Engineer. The Assessment Engineer is hereby authorized and directed to make and file with the City Clerk a written report with regard to the 1913 Act (the “Report”), which Report shall comply with the requirements of Section 10204 and Section 2961 of the

Streets and Highways Code and Article XIII D of the California Constitution and shall contain the following:

- (a) Plans and specifications for the Improvements;
- (b) A general description of works or appliances already installed and any other property necessary or convenient for the operation of the Improvements, if the works, appliances or property are to be acquired as part of the Improvements;
- (c) An estimate of the cost of the Improvements, and the cost of land, rights of ways, easements, and incidental expenses in connection with the Improvements, including the cost of registering bonds;
- (d) A diagram showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District and the lines and dimensions of each parcel of land within the Assessment District as they existed at the time of passage of this resolution (each subdivision to be given a separate number on the diagram);
- (e) A proposed assessment of the total amount of the cost and expenses of the proposed Improvements upon the several subdivisions of land in the Assessment District in proportion to the estimated benefits to be received by such subdivision, respectively, from the Improvements (the assessment shall refer to the subdivisions by their respective numbers assigned as provided in (d) above); and
- (f) A proposed maximum annual assessment upon each of the several subdivisions of land in the Assessment District to pay costs incurred by the City and not otherwise reimbursed which result from the administration and collection of assessments or from the administration or registration of any associated bonds and reserve or other related funds.

In addition, the Report shall contain the information required by the 1913 Act as set forth in Streets and Highways Code Section 2961(b), including:

- (a) The total amount, as near as may be determined, of the total principal sum of all unpaid special assessments and special assessments required or proposed to be levied under any completed or pending assessment proceedings, other than the proposed assessments to be levied with respect to the Assessment District, which would require an investigation and report under the 1913 Act against the total area proposed to be assessed; and
- (b) The total true value, as near as may be determined, of the parcels of land and improvements within the Assessment District which are proposed to be assessed. Total true value may be estimated as the full cash value of the parcels as shown upon the last equalized assessment roll of the county. Alternatively, total true value may be determined by other reasonable means, including, but not limited to, by adjusting the value shown on the last equalized assessment roll to correct for deviations from market value due to Article XIII A of the California Constitution.

9. Surplus Funds. Following the acquisition of the Improvements and the payment of all incidental expenses in connection with the formation of the Assessment District and the issuance of bonds pursuant to the 1915 Act, any surplus remaining in the improvement fund established for the Assessment District shall be used as determined by the City Council as provided in Section 10427 of the Streets and Highways Code.

10. Notice. Notice is hereby given that serial or term bonds to represent unpaid assessments and to bear interest at a rate not to exceed 12 percent per annum will be issued in the manner provided in the Improvement Bond Act of 1915 to represent the unpaid assessments and the last installment of such bonds shall mature a maximum of 20 years from the second day of September next succeeding 12 months from their date. The principal amount of such bonds maturing or becoming subject to mandatory prior redemption each year shall not be an amount equal to an even annual proportion of the aggregate principal amount of the bonds, but rather (except as specifically otherwise provided by the City Council in connection with the sale of such bonds), shall be an amount which, when added to the amount of interest payable in each year, will be a sum which is substantially equal in each year, except for the moneys falling due on the first maturity or mandatory prior redemption date of the bonds which shall be adjusted to reflect the amount of interest earned from the date when the bonds bear interest to the date when the first interest is payable on the bonds. Such bonds shall be serviced and collected by the City Treasurer or by such registrar and/or paying agent(s) as this City Council may from time to time designate.

11. Advance Payment of Assessments. The provisions of Part 11.1 of the Improvement Bond Act of 1915, providing an alternative procedure for the advance payment of assessments and the calling of bonds, shall apply.

12. Compliance with the 1913 Act. Except as specifically otherwise provided for herein, the Improvements shall be made and ordered pursuant to the provisions of the 1913 Act.

13. No Advancement of Funds. The City Council hereby determines that the City will not obligate itself to advance available funds from its treasury to cure any deficiency which may occur in the bond redemption fund established for the Assessment District.

14. No Property Owner Construction. The public interests will not be served by allowing the property owners to take any contract to be let for the construction of the Improvements, and no notice of award of contract shall be published.

15. Refunding of Assessment Bonds. It is hereby determined that the bonds proposed to be issued in these proceedings may be refunded. Any adjustment to assessments resulting from such refunding shall be done on a pro rata basis as required pursuant to Section 8571.5 of the Streets and Highways Code. Any such refunding shall be pursuant to the provisions of Division 11.5 (commencing with Section 9500) of the Streets and Highways Code, except that, if, following the filing of the report specified in Section 9523 and any subsequent modifications of the report, the City Council finds that all of the conditions specified in Section 9525 are satisfied and that the adjustments to assessments are on a pro rata basis, the City Council may approve and confirm the report and any, without further proceedings, authorize, issue, and sell the refunding bonds pursuant to Chapter 3 (commencing with Section 9600) of Division 11.5 of the Streets and Highways Code. Any such refunding bonds shall bear interest at the rate of not to exceed twelve percent (12%) per annum, or such higher rate of

interest as may be authorized by applicable law at the time of sale of such bonds; and the last installment of such bonds shall mature on such date as will be determined by the City Council in the proceedings for such refunding.

16. Approval of Construction on Private Property. It is in the public interest and more economical to do certain work on private property to eliminate any disparity in level or size between the Improvements and private property and to add the actual cost of such work to the Assessment of the property to which such work was done; provided that no work of this nature shall be performed until and unless the written consent of the owner of property is first obtained.

17. Agreements with Public and Private Utilities. Pursuant to Streets and Highways code Section 10110, the City intends to enter into agreements with Edison and the other utility providers, and any agreement between the City and Edison, or any other public utility, for the ownership, management, or control of the underground electric, telephone and cable facilities to be installed pursuant to the Improvements, would benefit any current or future residents of the Assessment District.

18. Exemption from CEQA. Pursuant to Section 15302(d) of the Guidelines, the undergrounding of the Improvements will have no significant effect on the environment and is categorically exempt from CEQA. The City Clerk is directed to cause a notice of exemption to be posted as required by law.

19. Inquiries. All inquiries for any and all information relating to these proceedings, including information relating to protest procedures, should be directed to:

CITY OF MANHATTAN BEACH
Attention: Anastasia Seims
1400 Highland Avenue
Manhattan Beach, California 90266
(310) 802-5000

20. Resolution Effective Immediately. This Resolution shall take effect immediately upon its adoption.

ADOPTED on November 19, 2019.

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

NANCY HERSMAN
Mayor

LIZA TAMURA

City Clerk

RESOLUTION NO. 19-0104

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MANHATTAN BEACH PRELIMINARILY APPROVING THE
ASSESSMENT ENGINEER'S REPORT AND FIXING THE
TIME AND PLACE OF THE PUBLIC HEARING FOR
ASSESSMENT DISTRICT NO. 19-4

WHEREAS, by Resolution No. 19-0103 (the "Resolution of Intention") in the proceedings for the formation of Assessment District No. 19-4 (the "Assessment District") this City Council ordered a report (the "Report") prepared by NV5 (the "Assessment Engineer") under and pursuant to the provisions of Article XIID of the California Constitution ("Article XIID") and the Municipal Improvement Act of 1913 (the "1913 Act"), and, in particular, Section 10204 of the California Streets and Highways Code; and

WHEREAS, the Assessment Engineer has prepared the Report and filed the same with the City Clerk, and the City Clerk has presented the Report to this City Council for consideration; and

NOW, THEREFORE, the Council of the City of Manhattan Beach does hereby **RESOLVE**, as follows:

1. Approval of Report. The Report is preliminarily approved, and the City Clerk is directed to endorse the fact and date of such approval on the Report and to file the Report in his or her office. The Report shall stand as the report for the purpose of all subsequent proceedings under the 1913 Act and Article XIID except that it may be conformed, modified, or corrected as provided in the 1913 Act and Article XIID.

2. Legal Findings. Pursuant to Section 2961 of the Streets and Highways Code and based on the information set forth in the Report, this City Council finds that the total amount of the principal sum of all unpaid special assessments levied against the parcels proposed to be assessed, other than contemplated by the present proceedings, plus the principal amount of the special assessment proposed to be levied in the instant proceedings, do not exceed one-half of the total value of the parcels proposed to be assessed, as computed pursuant to paragraph (2) of subdivision (b) of Section 2961.

3. Public Hearing. A public hearing shall be held on January 7, 2020 at 6:00 p.m. at the regular meeting place of the City Council at City Hall Council Chambers, 1400 Highland Avenue, Manhattan Beach, California 90266, to hear and consider protests and objections to the proposed Assessment District and the Report and to receive and count the Property Owner Assessment Ballots for and against the proposed Assessment District.

4. Notice. At least 45 days prior to the public hearing referred to in Section 3 hereof, the City Clerk shall cause a notice of the adoption of the Resolution of Intention,

the filing of the Report and the setting of time and place for the public hearing referred to in Section 3 hereof to be mailed, postage prepaid, to all persons owning real property proposed to be assessed and whose names and addresses appear on the last equalized County of Los Angeles assessment roll or the State Board of Equalization assessment roll, as the case may be, or who are known to the City Clerk. Such notice shall conform in all respects to the provisions of Section 53753 of the California Government Code and Article XIID, Section 4 of the California Constitution.

5. Resolution Effective Immediately. This Resolution shall take effect immediately upon its adoption.

ADOPTED on November 19, 2019.

AYES:
NOES:
ABSENT:
ABSTAIN:

NANCY HERSMAN
Mayor

ATTEST:

LIZA TAMURA
City Clerk



PRELIMINARY ENGINEER'S REPORT FOR UNDERGROUNDING UTILITY - ASSESSMENT DISTRICT NO. 19-4

PREPARED UNDER THE PROVISIONS OF THE MUNICIPAL IMPROVEMENT ACT OF 1913

CITY OF MANHATTAN BEACH



N|V|5



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AGENCY: CITY OF MANHATTAN BEACH

PROJECT: ASSESSMENT DISTRICT NO. 19-4

TO: CITY COUNCIL

ENGINEER'S "REPORT" PURSUANT TO THE
PROVISIONS OF SECTIONS 2961 AND 10204
OF THE STREETS AND HIGHWAYS CODE

The purpose of this Assessment District is to provide financing to underground power, telephone and cable facilities in the area known as Assessment District No. 19-4. The proposed underground utility improvements will provide conversion to an upgraded utility system and will enhance neighborhood aesthetics, safety and reliability.

The construction of these improvements will conform to existing City of Manhattan Beach, Southern California Edison, Charter and Frontier standards. By virtue of such improvements, the proposed improvements are of special and direct benefit to these properties.

Pursuant to the provisions of Article XIID of the State Constitution, Part 7.5 of the "Special Assessment Investigation, Limitation and Majority Protest Act of 1931", being Division 4 of the Streets and Highways Code of the State of California, and the "Municipal Improvement Act of 1913", being Division 12 of said Code, and the Resolution of Intention, adopted by the City Council of the CITY OF MANHATTAN BEACH, State of California, in connection with the proceedings for Underground Utility Assessment District No. 19-4 (hereinafter referred to as the "Assessment District"), I, Jeffrey M. Cooper, P.E., a Registered Professional Engineer and authorized representative of NV5, Inc., the duly appointed Engineer of Work, herewith submits the "Report" for the Assessment District, consisting of six (6) parts as stated below.

PART I

This part contains the plans and specifications which describe the general nature, location and extent for the proposed improvements to be constructed, and are filed herewith and made a part hereof. Said plans and specifications are on file in the Office of the Director of Public Works, who is acting as the Superintendent of Streets (the "Superintendent of Streets").

PART II

This part contains the plans and specifications which describe the general nature, location and extent for the proposed improvements to be constructed, and are filed herewith and made a part hereof. Said plans and specifications are on file in the Office of the Director of Public Works acting as the Superintendent of Streets (the "Superintendent of Streets").

PART III

This part consists of the following information:

- A. A proposed assessment of the total amount of the costs and expenses of the proposed improvements upon the several subdivisions of land within the Assessment District, in proportion to the special benefits to be received by such subdivisions from said improvements, which is set forth upon the assessment roll filed herewith and made a part hereof.
- B. The total amount, as near as may be determined, of the total principal sum of all unpaid special assessments and special assessments required or proposed to be levied under any completed or pending assessment proceedings, other than that contemplated for the Assessment District, which would require an investigation and report under the "Special Assessment Investigation, Limitation and Majority Protest Act of 1931" against the total area proposed to be assessed.
- C. The total true value, determined from the latest Assessor's roll, of the parcels of land and improvements which are proposed to be assessed.

PART IV

This part contains the proposed maximum annual administrative assessment to be levied upon each subdivision or parcel of land within the Assessment District to pay the costs incurred by the CITY OF MANHATTAN BEACH, and not otherwise reimbursed, resulting from the administration and collection of assessments, from the administration and registration of any associated bonds and reserve or other related funds, or both.

PART V

This part contains a map showing the boundaries of the Assessment District, and a diagram showing the Assessment District, the boundaries and the dimensions of the subdivisions of land within said Assessment District, as the same existed at the time of the passage of the Resolution of Intention. The Boundary Map and Assessment Diagram are filed herewith and made a part hereof, and part of the assessment.



PART VI

This part shall consist of the following information:

- A. Description of facilities
- B. Right-of-Way Certificate
- C. Environmental Certificate

This report is submitted on November 19, 2019

NV5, INC.

A handwritten signature in blue ink, appearing to read 'Jeffrey M. Cooper', written over a horizontal line.

JEFFREY M. COOPER, P.E.
R.C.E. No. 31572
ENGINEER OF WORK
CITY OF MANHATTAN BEACH
STATE OF CALIFORNIA



Preliminary approval by the CITY COUNCIL of the CITY OF MANHATTAN BEACH, CALIFORNIA,
on the 19th day of November, 2019.

CITY CLERK
CITY OF MANHATTAN BEACH
STATE OF CALIFORNIA

Final approval by the CITY COUNCIL of the CITY OF MANHATTAN BEACH, CALIFORNIA,
on the 7th day of January, 2020.

CITY CLERK
CITY OF MANHATTAN BEACH
STATE OF CALIFORNIA



Part I Plans and Specifications

The plans and specifications to construct the utility undergrounding improvements, and any ancillary improvements thereof, for the area generally described as Underground Utility Assessment District No. 19-4 describe the general nature, location and extent of the improvements for Assessment District are referenced herein and incorporated as if attached and a part of this Report.

Final plans and specifications have been prepared for the City by the utility companies and are on file in the office of the Superintendent of Streets.



Part II
Cost Estimate

ASSESSMENT DISTRICT #19-4		Estimated Costs	
		Preliminary	Final
DESIGN COSTS			
SCE Design Engineering		\$ 100,000.00	\$ -
Charter Design Engineering		\$ 33,726.00	\$ -
Frontier Design Engineering		\$ 56,000.00	\$ -
	Total Design Costs:	\$ 189,726.00	\$ -
CONSTRUCTION COSTS			
Contractor Utility Structures		\$ 3,998,090.00	\$ -
SCE Cable		\$ 852,347.49	\$ -
Charter Cables		\$ 202,074.50	\$ -
Frontier Cables		\$ 227,101.62	\$ -
	Total Construction Costs:	\$ 5,279,613.61	\$ -
PROJECT CONTINGENCY			
		\$ 527,961.36	\$ -
	Total Project Contingency Costs:	\$ 527,961.36	\$ -
INCIDENTAL EXPENSES			
City Administration		\$ 200,000.00	\$ -
Construction Management and Inspection		\$ 275,000.00	\$ -
Bond Printing, Registration & Servicing		\$ 2,500.00	\$ -
Printing, Advertising, Notices		\$ 1,000.00	\$ -
S & P Rating Agency Fee		\$ 16,500.00	\$ -
Trustee		\$ 5,000.00	\$ -
Bond & Disclosure Counsel		\$ 50,000.00	\$ -
Financial Advisor		\$ 41,500.00	\$ -
Assessment Engineering		\$ 32,480.00	\$ -
Contingency		\$ 4,291.25	\$ -
	Total Incidental Expenses:	\$ 628,271.25	\$ -
BOND COSTS			
Underwriter's Discount	1%	\$ 72,550.00	\$ -
Bond Reserve (20 year)	7%	\$ 477,000.00	\$ -
Capitalized Interest	1%	\$ 79,877.78	\$ -
	Total Bond Costs:	\$ 629,427.78	\$ -
DISTRICT FORMATION AMOUNT TO ASSESSMENT:		\$ 7,255,000.00	\$ -



Part III
Assessment Roll and Method of Assessment Spread

WHEREAS, on November 19, 2019 the City Council of the CITY OF MANHATTAN BEACH, State of California, did, pursuant to the provisions of the 1913 Act "Municipal Improvement Act of 1913 ", being Division 12 of the Streets and Highways Code, of the State of California, adopt its Resolution of Intention No. 19-0103, for the installation and construction of certain public improvements, together with appurtenances and appurtenant work in connection therewith (the "improvements"), in a special assessment district known and designated as ASSESSMENT DISTRICT NO. 19-4 (hereinafter referred to as the "Assessment District"); and

WHEREAS, said Resolution of Intention, as required by Law, did direct the Engineer of Work to make and file a "Report", consisting of the following as required by Section 10204 of the Act:

- a. Plans and Specifications
- b. A general description of works or appliances already installed and any other property necessary or convenient for the operation of the improvement, if the works, appliances, or property are to be acquired as part of the improvement.
- c. Cost Estimates
- d. Assessment Diagram showing the Assessment District and the subdivisions of land therein;
- e. A proposed assessment of the costs and expenses of the works of improvement levied upon the parcels within the boundaries of the Assessment District;
- f. The proposed maximum annual assessment to be levied upon each subdivision or parcel of land within the Assessment District to pay the costs incurred by the City and not otherwise reimbursed resulting from the administration and collection of assessments or from the administration and registration of any associated bonds and reserve or other related funds.

For particulars, reference is made to the Resolution of Intention as previously adopted.

NOW, THEREFORE, I, JEFFREY M. COOPER, P.E., the authorized representative of NV5 Inc, pursuant to Article XIID of the California Constitution and the "Municipal Improvement Act of 1913", do hereby submit the following:

1. Pursuant to the provisions of Law and the Resolution of Intention, I have assessed the costs and expenses of the works of improvement to be performed in the Assessment District upon the parcels of land in the Assessment District specially benefited thereby in direct proportion and relation to the special benefits to be received by each of said parcels. For particulars as to the identification of said parcels, reference is made to the Assessment Diagram, a copy of which is attached hereto and incorporated herein.
2. As required by law, a Diagram is hereto attached, showing the Assessment District, as well as the boundaries and dimensions of the respective parcels and subdivisions of land within said

District as the same existed at the time of the passage of said Resolution of Intention, each of which subdivisions of land or parcels or lots respectively have been given a separate number upon said Diagram and in said Assessment Roll.

3. The subdivisions and parcels of land the numbers therein as shown on the respective Assessment Diagram as attached hereto correspond with the numbers as appearing on the Assessment Roll as contained herein.
4. NOTICE IS HEREBY GIVEN that bonds will be issued in accordance with Division 10 of the Streets and Highways Code of the State of California (the "Improvement Bond Act of 1915"), to represent all unpaid assessments, which bonds shall be issued in one or more series, each with a term not to exceed the legal maximum term as authorized by law, THIRTY-NINE (39) YEARS (expected twenty years) from the 2nd day of September, 2021 next succeeding twelve (12) months from their date. Said bonds shall bear interest at a rate not to exceed the current legal maximum rate of 12% per annum (expected 4 – 5% per annum).
5. By virtue of the authority contained in said "Municipal Improvement Act of 1913", and by further direction and order of the legislative body, I hereby recommend the following Assessment to cover the costs and expenses of the works of improvement for the Assessment District based on the costs and expenses as set forth below:

	As Preliminary Approved	As Confirmed
Estimated Cost of Design, Construction and Contingency	\$5,997,300.97	
Estimated Incidental Expenses:	\$628,271.25	
Estimated Bond Costs:	\$629,427.78	
Estimated Total to Assessment:	\$7,255,000.00	

For particulars as to the individual assessments and their descriptions, reference is made to Table 1 (Assessment Roll) attached hereto.

6. The Method of Spread of Assessment is as set forth in the exhibit identified as Part III (Exhibit I), which is attached hereto, referenced and so incorporated.



Table 1
Assessment Roll

Asmt No.	Assessor's Parcel Number	Total True Value	Existing Liens	Assessments as Preliminarily Approved	Assessments as Confirmed and Recorded	Value To Lien Ratio
1	4169-017-009	\$ 96,431.00	-	\$ 43,427.89	-	2
2	4169-017-010	\$ 2,097,418.00	-	\$ 39,736.32	-	53
3	4169-017-011	\$ 1,294,876.00	-	\$ 40,373.26	-	32
4	4169-017-021	\$ 226,016.00	-	\$ 48,038.50	-	5
5	4169-017-019	\$ 466,681.00	-	\$ 48,018.66	-	10
6	4169-017-018	\$ 930,738.00	-	\$ 48,014.25	-	19
7	4169-017-023	\$ 1,065,244.00	-	\$ 28,313.59	-	38
8	4169-017-024	\$ 2,135,271.00	-	\$ 35,185.42	-	61
9	4169-016-018	\$ 764,274.00	-	\$ 28,311.39	-	27
10	4169-016-017	\$ 978,733.00	-	\$ 49,728.90	-	20
11	4169-016-014	\$ 4,743,000.00	-	\$ 48,027.48	-	99
12	4169-016-011	\$ 6,190,380.00	-	\$ 52,873.90	-	117
13	4169-016-010	\$ 98,621.00	-	\$ 50,222.58	-	2
14	4169-016-006	\$ 2,840,291.00	-	\$ 37,887.23	-	75
15	4169-016-005	\$ 289,851.00	-	\$ 37,882.82	-	8
16	4169-016-002	\$ 1,457,417.00	-	\$ 42,852.67	-	34
17	4169-016-003	\$ 1,678,571.00	-	\$ 42,854.87	-	39
18	4169-016-004	\$ 4,005,324.00	-	\$ 49,717.88	-	81
19	4169-015-016	\$ 6,000,000.00	-	\$ 49,739.92	-	121
20	4169-015-017	\$ 6,489,648.00	-	\$ 49,726.70	-	131
21	4169-015-020	\$ 5,226,922.00	-	\$ 58,167.72	-	90
22	4169-015-011	\$ 900,340.00	-	\$ 45,816.94	-	20
23	4169-015-006	\$ 274,076.00	-	\$ 38,544.00	-	7
24	4169-015-005	\$ 2,018,500.00	-	\$ 38,548.41	-	52
25	4169-015-004	\$ 109,177.00	-	\$ 44,064.83	-	2
26	4169-022-020	\$ 1,978,047.00	-	\$ 38,995.80	-	51
27	4169-022-021	\$ 641,449.00	-	\$ 38,995.80	-	16
28	4169-022-022	\$ 913,480.00	-	\$ 38,995.80	-	23
29	4169-022-023	\$ 1,026,460.00	-	\$ 38,995.80	-	26
30	4169-022-006	\$ 2,290,285.00	-	\$ 41,867.51	-	55
31	4169-022-007	\$ 3,106,166.00	-	\$ 41,876.33	-	74
32	4169-022-005	\$ 1,563,692.00	-	\$ 43,159.01	-	36
33	4169-022-008	\$ 3,544,544.00	-	\$ 39,670.20	-	89
34	4169-022-009	\$ 2,943,902.00	-	\$ 39,661.39	-	74
35	4169-022-010	\$ 4,131,000.00	-	\$ 47,575.67	-	87
36	4169-022-012	\$ 3,748,700.00	-	\$ 43,626.24	-	86
37	4169-022-013	\$ 421,302.00	-	\$ 43,635.06	-	10
38	4169-022-011	\$ 2,135,665.00	-	\$ 39,645.96	-	54
39	4169-022-014	\$ 5,110,840.00	-	\$ 49,755.35	-	103
40	4169-022-015	\$ 3,903,396.00	-	\$ 42,852.67	-	91
41	4169-022-016	\$ 2,060,780.00	-	\$ 42,852.67	-	48
42	4169-022-017	\$ 1,335,928.00	-	\$ 42,839.44	-	31
43	4169-020-001	\$ 3,476,450.00	-	\$ 49,775.19	-	70
44	4169-020-002	\$ 3,014,000.00	-	\$ 42,830.63	-	70
45	4169-020-003	\$ 2,361,100.00	-	\$ 42,874.71	-	55
46	4169-020-004	\$ 3,501,519.00	-	\$ 42,828.42	-	82
47	4169-020-023	\$ 6,606,540.00	-	\$ 51,132.80	-	129
48	4169-020-024	\$ 4,539,000.00	-	\$ 46,705.12	-	97
49	4169-020-027	\$ 2,926,643.00	-	\$ 51,485.43	-	57



Table 1
Assessment Roll

Asmt No.	Assessor's Parcel Number	Total True Value	Existing Liens	Assessments as Preliminarily Approved	Assessments as Confirmed and Recorded	Value To Lien Ratio
50	4169-020-026	\$ 4,870,500.00	-	\$ 46,343.68	-	105
51	4169-020-019	\$ 3,790,726.00	-	\$ 36,602.54	-	104
52	4169-020-020	\$ 310,024.00	-	\$ 46,691.90	-	7
53	4169-020-021	\$ 3,398,366.00	-	\$ 51,135.01	-	66
54	4169-020-022	\$ 2,347,968.00	-	\$ 46,691.90	-	50
55	4169-020-014	\$ 841,886.00	-	\$ 39,416.75	-	21
56	4169-020-013	\$ 927,836.00	-	\$ 39,414.55	-	24
57	4169-020-010	\$ 2,088,421.00	-	\$ 42,852.67	-	49
58	4169-020-011	\$ 201,407.00	-	\$ 42,852.67	-	5
59	4169-020-012	\$ 2,708,433.00	-	\$ 42,839.44	-	63
60	4169-018-019	\$ 3,873,382.00	-	\$ 47,009.26	-	82
61	4169-018-020	\$ 3,369,861.00	-	\$ 45,609.77	-	74
62	4169-018-021	\$ 4,636,196.00	-	\$ 56,607.34	-	82
63	4169-018-004	\$ 3,564,863.00	-	\$ 43,767.30	-	81
64	4169-018-005	\$ 2,295,000.00	-	\$ 40,796.41	-	56
65	4169-018-006	\$ 3,448,926.00	-	\$ 43,747.46	-	79
66	4169-018-007	\$ 81,705.00	-	\$ 40,756.74	-	2
67	4169-018-008	\$ 133,784.00	-	\$ 43,851.04	-	3
68	4169-018-009	\$ 930,374.00	-	\$ 40,899.99	-	23
69	4169-018-010	\$ 3,261,711.00	-	\$ 39,471.85	-	83
70	4169-018-011	\$ 4,417,300.00	-	\$ 39,471.85	-	112
71	4169-018-012	\$ 3,891,264.00	-	\$ 49,856.73	-	78
72	4169-018-013	\$ 660,802.00	-	\$ 39,125.84	-	17
73	4169-018-014	\$ 1,882,635.00	-	\$ 41,446.57	-	45
74	4169-018-015	\$ 2,107,844.00	-	\$ 40,721.48	-	52
75	4169-019-012	\$ 711,432.00	-	\$ 40,258.65	-	18
76	4169-019-013	\$ 1,892,778.00	-	\$ 47,416.99	-	40
77	4169-019-014	\$ 98,192.00	-	\$ 40,203.55	-	2
78	4169-019-015	\$ 133,356.00	-	\$ 39,317.58	-	3
79	4169-019-010	\$ 2,416,127.00	-	\$ 40,551.77	-	60
80	4169-019-011	\$ 1,028,537.00	-	\$ 39,643.76	-	26
81	4169-019-008	\$ 149,285.00	-	\$ 47,617.55	-	3
82	4169-019-009	\$ 2,550,371.00	-	\$ 39,643.76	-	64
83	4169-019-007	\$ 3,014,327.00	-	\$ 39,643.76	-	76
84	4169-019-005	\$ 55,574.00	-	\$ 38,350.06	-	1
85	4169-019-006	\$ 1,960,006.00	-	\$ 39,641.55	-	49
86	4169-019-001	\$ 3,256,452.00	-	\$ 42,876.91	-	76
87	4169-019-002	\$ 3,017,160.00	-	\$ 42,854.87	-	70
88	4169-019-003	\$ 3,675,196.00	-	\$ 42,852.67	-	86
89	4169-019-004	\$ 4,176,168.00	-	\$ 49,717.88	-	84
90	4169-021-018	\$ 3,722,384.00	-	\$ 42,865.89	-	87
91	4169-021-019	\$ 892,552.00	-	\$ 42,852.67	-	21
92	4169-021-020	\$ 2,971,382.00	-	\$ 42,852.67	-	69
93	4169-021-022	\$ 124,586.00	-	\$ 39,405.73	-	3
94	4169-021-021	\$ 3,770,867.00	-	\$ 39,399.12	-	96
95	4169-021-015	\$ 101,483.00	-	\$ 46,718.35	-	2
96	4169-021-017	\$ 4,037,067.00	-	\$ 40,093.36	-	101
97	4169-021-016	\$ 2,463,265.00	-	\$ 40,097.77	-	61
98	4169-021-013	\$ 2,945,537.00	-	\$ 38,334.63	-	77
99	4169-021-014	\$ 85,757.00	-	\$ 39,661.39	-	2



Table 1
Assessment Roll

Asmt No.	Assessor's Parcel Number	Total True Value	Existing Liens	Assessments as Preliminarily Approved	Assessments as Confirmed and Recorded	Value To Lien Ratio
100	4169-021-023	\$ 1,350,252.00	-	\$ 38,341.24	-	35
101	4169-021-012	\$ 887,756.00	-	\$ 39,654.78	-	22
102	4169-021-009	\$ 3,290,860.00	-	\$ 38,350.06	-	86
103	4169-021-010	\$ 91,378.00	-	\$ 39,648.17	-	2
104	4169-021-007	\$ 1,668,600.00	-	\$ 38,343.44	-	44
105	4169-021-008	\$ 126,359.00	-	\$ 39,650.37	-	3
106	4169-021-005	\$ 3,571,066.00	-	\$ 38,998.01	-	92
107	4169-021-006	\$ 2,425,635.00	-	\$ 38,995.80	-	62
108	4169-021-026	\$ 3,388,092.00	-	\$ 47,317.81	-	72
109	4169-021-024	\$ 1,982,686.00	-	\$ 44,490.18	-	45
110	4169-021-002	\$ 129,395.00	-	\$ 42,852.67	-	3
111	4169-021-003	\$ 1,823,183.00	-	\$ 42,852.67	-	43
112	4169-021-800	\$ 1,872,800.00	-	\$ 49,715.68	-	38
113	4169-023-013	\$ 4,000,000.00	-	\$ 42,863.69	-	93
114	4169-023-014	\$ 3,736,856.00	-	\$ 42,852.67	-	87
115	4169-023-015	\$ 2,655,134.00	-	\$ 42,852.67	-	62
116	4169-023-020	\$ 8,901,228.00	-	\$ 60,741.90	-	147
117	4169-023-010	\$ 428,428.00	-	\$ 37,902.66	-	11
118	4169-023-009	\$ 1,936,980.00	-	\$ 37,902.66	-	51
119	4169-023-011	\$ 4,405,450.00	-	\$ 40,088.95	-	110
120	4169-023-017	\$ 1,026,891.00	-	\$ 37,904.86	-	27
121	4169-023-007	\$ 5,671,533.00	-	\$ 51,097.54	-	111
122	4169-023-008	\$ 1,089,300.00	-	\$ 37,907.07	-	29
123	4169-023-004	\$ 75,988.00	-	\$ 39,006.82	-	2
124	4169-023-006	\$ 3,118,531.00	-	\$ 38,986.99	-	80
125	4169-023-003	\$ 2,030,750.00	-	\$ 39,002.42	-	52
126	4169-023-005	\$ 725,687.00	-	\$ 38,991.40	-	19
127	4169-024-001	\$ 3,540,189.00	-	\$ 41,957.88	-	84
128	4169-024-002	\$ 7,071,889.00	-	\$ 54,804.54	-	129
129	4169-024-021	\$ 5,306,039.00	-	\$ 53,246.36	-	100
130	Not Used	-	-	\$ -	-	N/A
131	Not Used	-	-	\$ -	-	N/A
132	4169-024-022	\$ 2,511,016.00	-	\$ 39,229.42	-	64
133	4169-024-009	\$ 2,207,192.00	-	\$ 39,229.42	-	56
134	4169-024-011	\$ 343,244.00	-	\$ 39,225.01	-	9
135	4169-024-013	\$ 1,155,663.00	-	\$ 42,367.81	-	27
136	Not Used	-	-	\$ -	-	N/A
137	4169-024-016	\$ 1,341,868.00	-	\$ 46,610.35	-	29
138	4169-024-017	\$ 3,039,310.00	-	\$ 42,852.67	-	71
139	4169-024-018	\$ 3,001,454.00	-	\$ 42,852.67	-	70
140	4169-024-019	\$ 1,165,603.00	-	\$ 41,858.70	-	28
141	4169-025-001	\$ 2,167,207.00	-	\$ 49,739.92	-	44
142	4169-025-002	\$ 153,574.00	-	\$ 42,852.67	-	4
143	4169-025-003	\$ 461,335.00	-	\$ 42,852.67	-	11
144	4169-025-004	\$ 2,069,353.00	-	\$ 42,198.10	-	49
145	4169-025-007	\$ 1,040,108.00	-	\$ 39,399.12	-	26
146	4169-025-008	\$ 3,879,375.00	-	\$ 39,412.35	-	98
147	4169-025-024	\$ 3,079,584.00	-	\$ 39,075.15	-	79
148	4169-025-023	\$ 908,931.00	-	\$ 39,092.78	-	23
149	4169-025-013	\$ 1,185,515.00	-	\$ 38,971.56	-	30



Table 1
Assessment Roll

Asmt No.	Assessor's Parcel Number	Total True Value	Existing Liens	Assessments as Preliminarily Approved	Assessments as Confirmed and Recorded	Value To Lien Ratio
150	4169-025-025	\$ 630,172.00	-	\$ 39,227.22	-	16
151	4169-025-015	\$ 107,421.00	-	\$ 39,139.06	-	3
152	4169-025-016	\$ 94,015.00	-	\$ 39,220.60	-	2
153	4169-025-019	\$ 1,124,149.00	-	\$ 49,748.74	-	23
154	4169-025-020	\$ 1,183,408.00	-	\$ 42,852.67	-	28
155	4169-025-021	\$ 1,608,835.00	-	\$ 42,852.67	-	38
156	4169-025-022	\$ 1,138,630.00	-	\$ 42,817.41	-	27
157	4169-026-005	\$ 3,663,128.00	-	\$ 41,680.18	-	88
158	4169-026-004	\$ 2,327,621.00	-	\$ 41,475.22	-	56
159	4169-026-003	\$ 728,352.00	-	\$ 41,475.22	-	18
160	4169-026-002	\$ 1,181,966.00	-	\$ 41,475.22	-	28
161	4169-026-001	\$ 2,200,900.00	-	\$ 41,499.46	-	53
162	4169-026-006	\$ 193,034.00	-	\$ 39,026.66	-	5
163	4169-026-008	\$ 1,130,559.00	-	\$ 39,053.11	-	29
164	4169-026-010	\$ 2,003,063.00	-	\$ 39,079.55	-	51
165	4169-026-012	\$ 1,165,604.00	-	\$ 39,106.00	-	30
166	4169-026-014	\$ 634,392.00	-	\$ 35,577.52	-	18
167	4169-026-015	\$ 122,451.00	-	\$ 37,245.89	-	3
168	4169-026-016	\$ 357,201.00	-	\$ 38,164.93	-	9
169	4169-022-024	\$ 3,005,972.00	-	\$ 102,235.14	-	29
170	4169-023-019	\$ 19,586,757.00	-	\$ 127,342.41	-	154



Table 2
Debt Limit Valuation

A. ESTIMATED BALANCE TO ASSESSMENT (Not including city owned parcels)	\$7,255,000.00
B. UNPAID SPECIAL ASSESSMENTS	\$0
TOTAL A& B	\$7,255,000.00
C. TRUE VALUE OF PARCELS (Not including city owned parcels)	\$381,176,640.00
AVERAGE VALUE TO LIEN RATIO	53:1

* Unpaid Special Assessments shall consist of the total principal sum of all unpaid special assessments previously levied or proposed to be levied other than in the instant proceedings.

** True Value of Parcels means the total value of the land and improvements as estimated and shown on the last equalized roll of the County or as otherwise reasonably calculated.

This report does not represent a recommendation of parcel value, economic viability or financial feasibility, as that is not the responsibility of the Assessment Engineer.

CERTIFICATION

I, the undersigned Assessment Engineer, do hereby certify that (i) the total amount of the principal sum of the special assessments proposed to be levied, together with the principal amount of previously levied special assessments, as set forth above, do not exceed one-half (1/2) the total true value of the parcels proposed to be assessed, and (ii) the amount proposed to be assessed upon any parcel does not exceed one-half of the true value of the parcel.

EXECUTED ON November 19, 2019

NV5, INC.

JEFFREY M. COOPER, P.E.
R.C.E. No. 31572
ENGINEER OF WORK
CITY OF MANHATTAN BEACH
STATE OF CALIFORNIA



Exhibit 1 Method and Formula of Assessment Spread

Since the improvements are to be funded by the levying of assessments, the "Municipal Improvement Act of 1913" and Article XIID of the State Constitution require that assessments must be based on the special benefit that the properties receive from the works of improvement. In addition, Section 4 of Article XIID of the State Constitution requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Section 4 provides that only special benefits are assessable and the local agency levying the assessment must separate the general benefits from the special benefits. It also provides that parcels within a district that are owned or used by any public agency, the State of California, or the United States shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit. Neither the Act nor the State Constitution specifies the method or formula that should be used to apportion the costs to properties in any special assessment district proceedings.

The responsibility for recommending an apportionment of the costs to properties which specially benefit from the improvements rests with the Assessment Engineer, who is appointed for the purpose of making an analysis of the facts and determining the correct apportionment of the assessment obligation. In order to apportion the assessments to each parcel in direct proportion with the special benefit which it will receive from the improvements, an analysis has been completed and is used as the basis for apportioning costs to each property within the Assessment District.

Based upon an analysis of the special benefit to be received by each parcel from the construction of the works of improvement, the Assessment Engineer recommends the apportionment of costs as outlined below. The final authority and action rests with the City Council after hearing all testimony and evidence presented at a public hearing, and tabulating the assessment ballots previously mailed to all record owners of property within the Assessment District. Upon the conclusion of the public hearing, the City Council must make the final determination whether or not the assessment spread has been made in direct proportion to the special benefits received by each parcel within the Assessment District. Ballot tabulation will be done at that time and, if a majority of the returned ballots weighted by assessment amount are not in opposition to the Assessment District, the City Council may form the Assessment District.

The following sections set forth the methodology used to apportion the costs of the improvements to each parcel.

SPECIAL BENEFITS

In further making the analysis, it is necessary that the properties receive a special benefit distinguished from general benefits conferred on real property located in the District or to the public at large.

The purpose of this Assessment District is to provide the financing to underground existing overhead electrical, telephone and cable facilities as well as rehabilitate the affected portions of streets and alleys within the District. These facilities are the direct source of service to the properties within the Assessment District.

The proposed replacement of existing overhead utility facilities (power, telephone and cable facilities) with underground facilities and removal of the existing utility poles and the overhead wires will provide a special benefit to the parcels connected to and adjacent to, or in near proximity of, the facilities as follows:

- Aesthetics Benefit. This benefit relates to the improved aesthetics of the streetscape due to the removal of overhead wires and utility poles. For the purposes of this report, a street is defined as either a street or alley. The removal of guy wires and other support structures related to the overhead facilities are included in the definition of improved aesthetics. Properties that are directly adjacent to, or in proximity of, overhead facilities receive an aesthetic benefit. This benefit is based on the area of the parcel.
- Safety Benefit. This benefit relates to the additional safety of having the overhead distribution wires placed underground and having the power poles removed, which eliminates the threat of downed utility lines and poles due to wind, rain and other unforeseeable events. Falling facilities can lead to personal injuries and damage to structures, including fire. Furthermore, in compact communities like Manhattan Beach, the negative effects of falling lines and poles are more widespread including blocked driveways and alleys, and property damage due to impact. Properties that are adjacent to, or in proximity of, overhead facilities receive a safety benefit. This benefit is based on the average area of the parcels to be assessed.
- Reliability Benefit. This benefit relates to the enhanced reliability of service from the utilities being underground, due to having all new wires and equipment and having that equipment underground, which reduces the threat of service interruption from downed lines. When compared to overhead systems, fewer outages occur due to various acts of nature, reduced likelihood of corrosion, traffic collisions and obstructions. Properties that are connected to, or have the ability to connect to, the facilities proposed to be undergrounded receive a reliability benefit. This benefit is based upon connecting for each property. The benefit is based on the average area of the parcels to be assessed.

By virtue of such special benefits, the proposed improvements will provide a higher level of service, increase the desirability of the properties and will specifically enhance the values of the properties within the Assessment District. Therefore, the proposed improvements are of direct and special benefit to these properties.



The following is a summary of each property with special considerations: Assessment Nos. 7, 8, 9, 51 and 170. These properties do not connect to the new system and are assigned a zero (0) reliability benefit. They do receive the safety benefit and the aesthetics benefit.

GENERAL BENEFITS

Section 4 of Article XIID requires that the general benefits imparted by the utility undergrounding project be separated from the special benefits and that only the special benefit portion of the costs of the project be assessed against those parcels which are identified as receiving special benefits. Separating the general from the special benefits requires an examination of the facts and circumstances of the project and the property being assessed.

In this particular assessment district, the streets and alleys along which the existing overhead utility facilities are being undergrounded function as local and collector streets. No other roadways are designated as an arterial, a major arterial or a scenic corridor in the Infrastructure Element of the City's General Plan. Furthermore, the City has an established network of arterial streets which appear to function as intended to provide for the movement of traffic around and through the community at large without the need to utilize local collector streets for such purposes. Under these circumstances, any use of the streets within the assessment district as "through" streets is incidental.

The properties situated within the assessment district are used almost exclusively as residential. Under this circumstance, the impacts, both visual and safety, are largely isolated to those properties (and the persons who inhabit them) which front on these local streets and alleys, with only incidental impacts on those who visit homes within the assessment district or who pass through the assessment district on trips originating outside the boundary and having a destination outside the boundary.

Based on these facts and circumstances, any general benefits to the property within the Assessment District in general, to the surrounding community and to the public at large from the project of undergrounding these local overhead utility facilities on the local streets and alleys, such as to the general public visiting in cars, on bikes or on foot, are incidental and do not exceed five percent (5%) of the estimated project costs. This general benefit portion of the cost is more than offset by the approximate 15% percent utility company contribution. Therefore, the remainder of the project design and construction costs represents the local and special benefits to the parcels within the Assessment District. Because only the net amount of \$7,255,000.00 is apportioned to the parcels within the District, no parcel is assessed more than its proportional share of the special benefits from the improvements.

Federal Income Tax Component of Contribution Tax (ITCC) has not been included. The ITCC is a tax assessed whenever private party contributions in aid of construction (CIAC) are made. To date, underground utility districts have not been assessed this tax as underground utility districts are viewed as providing public benefit by increasing community aesthetics and public safety.



METHODOLOGY

Based upon the findings described above, the special benefit received by the properties within the boundaries of the Assessment District is the conversion from an overhead to an underground utility system resulting in additional safety, enhanced reliability, and improved aesthetics to the adjacent properties.

Based on these conditions, it is our conclusion that the improvements specially benefit all assessed properties in the Assessment District.

To establish the benefit to the individual parcels within the Assessment District, the highest and best use of each property is considered. For example, a vacant property is considered developed to its highest potential and connected to the system.

The more a property is developed, the more it benefits from the proposed improvements. The properties within this Assessment District are either zoned residential or commercial. There is a direct correlation between the size of a property and the extent to which a property may develop. Because parcel size is one of the main limiting factors for what can be built on a property, or the extent the property is developed, the size of each parcel is used as the base unit for measuring benefit.

The area of a condominium is calculated by taking the area of the base parcel and dividing by the number of condominiums.

The special benefits from the undergrounding of overhead utilities are categorized into the three (3) distinct benefits identified above. All parcels within the District, except for those few exceptions identified above, receive 3 of the 3 benefits. For the Improved Aesthetics Benefit, the parcel area is multiplied by 1 to calculate the "Aesthetics Benefit Area". Each qualifying parcel in the District receives a safety benefit determined by the average parcel size in the District. For the Reliability Benefit, the average parcel area within the district is multiplied by the number of connections (with a maximum of one) on each parcel to determine "Reliability Benefit Area". The Assessed Benefit Area per parcel is equal to the Aesthetics Benefit Area plus the Safety Benefit Area plus the Reliability Benefit Area, divided by 3.

ASSESSMENT APPORTIONMENT

Each parcel will be apportioned its fair share of the construction costs based on the Assessed Benefit Area calculated for each property.

Incidental Expenses and Financial Costs have been assessed to the entire Assessment District on a *prorata* basis relative to the total construction cost allocations.



The individual assessment calculations are provided in Appendix A. For particulars to the Assessment Roll, reference is made to Table 1 in Part III of this report.

In conclusion, it is my opinion that the assessments for the referenced Assessment District have been spread in direct accordance with the special benefits that each parcel receives from the works of improvement.

Dated: November 19, 2019

NV5, INC.

A handwritten signature in blue ink, appearing to read 'Jeffrey M. Cooper', written over a horizontal line.

JEFFREY M. COOPER, P.E.
R.C.E. No. 31572
ENGINEER OF WORK
CITY OF MANHATTAN BEACH
STATE OF CALIFORNIA



I, _____ as CITY CLERK of the CITY OF MANHATTAN BEACH, CALIFORNIA do hereby certify that the foregoing Assessment, together with the Diagram attached thereto, was filed in my office on the 19th day of November, 2019.

CITY CLERK
CITY OF MANHATTAN BEACH
STATE OF CALIFORNIA

I, _____ as CITY CLERK of the CITY OF MANHATTAN BEACH, CALIFORNIA do hereby certify that the foregoing Assessment, together with the Diagram attached thereto, was preliminarily approved by the City Council of the CITY OF MANHATTAN BEACH, CALIFORNIA, on the 19th day of November, 2019.

CITY CLERK
CITY OF MANHATTAN BEACH
STATE OF CALIFORNIA

I, _____ as CITY CLERK of the CITY OF MANHATTAN BEACH, CALIFORNIA do hereby certify that the foregoing Assessment, together with the Diagram attached thereto, was approved and confirmed by the City Council of the CITY OF MANHATTAN BEACH, CALIFORNIA, on the 7th day of January, 2020.

CITY CLERK
CITY OF MANHATTAN BEACH
STATE OF CALIFORNIA

I, _____ as SUPERINTENDENT OF STREETS of the CITY OF MANHATTAN BEACH, CALIFORNIA do hereby certify that the foregoing Assessment, together with the Diagram attached thereto, was recorded in my office on the 7th day of January, 2020.

SUPERINTENDENT OF STREETS
CITY OF MANHATTAN
BEACH STATE OF
CALIFORNIA



Part IV
Annual Administrative Assessment

A proposed maximum annual administrative assessment shall be levied on each parcel of land and subdivision of land within the Assessment District to pay for necessary costs and expenses incurred by the CITY OF MANHATTAN BEACH, and not otherwise reimbursed, resulting from the administration and collection of assessments, from the administration or registration of any bonds and reserve or other related funds, or both. The maximum assessment is authorized pursuant to the provisions of Section 10204(£) of the Streets and Highways Code and shall not exceed fifty dollars (\$50) per parcel per year, subject to an annual increase based on the Consumer Price Index (CPI), during the preceding year ending in January, for all Urban Consumers in the Los Angeles, Riverside, and Orange County areas. The exact amount of the administration charge will be established each year by the Superintendent of Streets.

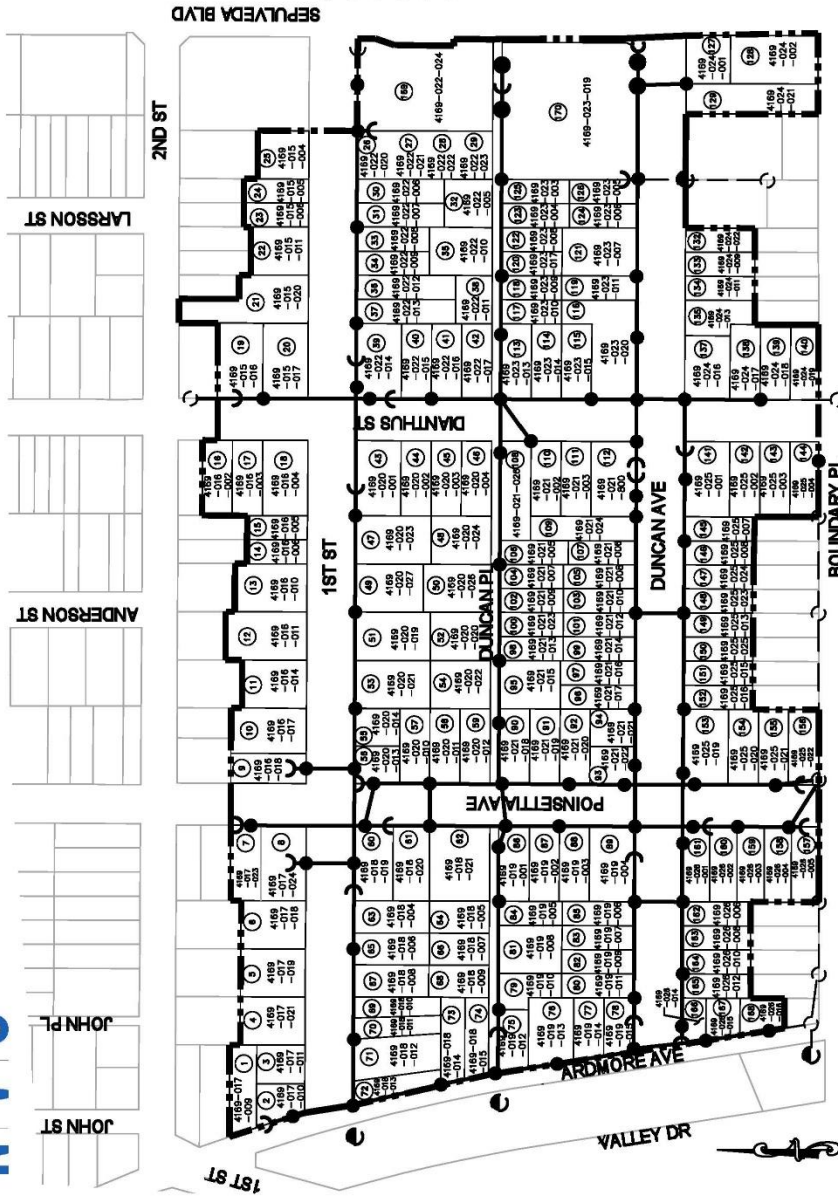
The annual administrative assessment will be collected in the same manner and in the same installments as the assessment levied to pay for the cost of the works of improvement.



Part V
Diagram of Assessment

A reduced copy of the Assessment Diagram is attached hereto. Full-sized copies of the Boundary Map and Assessment Diagram are on file in the Office of the City Clerk, of the City of Manhattan Beach.

As required by the Act, the Assessment Diagram shows the exterior boundaries of the Assessment District and the assessment number assigned to each parcel of land corresponding to its number as it appears in the Assessment Roll contained in Part III Table I. The Assessor's Parcel Number is also shown for each parcel as they existed at the time of the passage of the Resolution of Intention and reference is hereby made to the Assessor's Parcel Maps of the County of Los Angeles for the boundaries and dimensions of each parcel of land.



CITY OF MANHATTAN BEACH
ASSESSMENT DISTRICT - 19-4

N.T.S.
11/12/2019

Part VI
Description of Facilities

Section 10100 of the Act provides for the legislative body of any municipality to finance certain capital facilities and services within or along its streets or any public way or easement. The following is a list of proposed improvements as allowed under the Act to be installed, or improved under the provisions of the Act, including the acquisition of required right-of-way and/or property. For the general location of the improvements to be constructed referenced is hereby made to the Plans and Specifications described in Part I of this report.

The following improvements are proposed to be constructed and installed in the general location referred to as Assessment District No. 19-4.

1. Acquisition of any required easements or rights-of-way.
2. Construction of mainline underground power, telephone and cable conduit, with appurtenant manholes and pullboxes, and installation of cabling, wiring and other facilities.
3. Construction of service conduit laterals to the property line and appurtenances.
4. Removal of overhead resident service drops.
5. Removal of existing utility poles.
6. Installation of new streetlights.

The improvements will be designed by the Southern California Edison Company, Charter and Frontier. The utility companies will be responsible for inspecting the work for their facilities and the City of Manhattan Beach will inspect the work to ensure conformance to City and utility company standards and specifications where applicable.

Once completed, the underground facilities will become the property and responsibility of Southern California Edison Company, Charter, and Frontier.

Each owner of property located within the Assessment District will be responsible for arranging for and paying for work on his or her property necessary to connect facilities constructed by the public utilities in the public streets and alleys to the points of connection on the private property. Conversion of individual service connections on private property is not included in the work done by the Assessment District.

The estimated time for completion of the undergrounding of the utilities is 12 months after the sale of bonds. Property owners will be required to provide necessary underground connections within 180 days of the completion of the underground facilities.



Failure to convert individual service corrections on private property may result in a recommendation to the City Council that the public utilities be directed to discontinue service to that property pursuant to Section 7.28.100 of the Manhattan Beach Municipal Code. Overhead facilities cannot be removed until all overhead service has been discontinued.



Right-of -Way Certificate

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF MANHATTAN BEACH

The undersigned hereby CERTIFIES UNDER PENALTY OF PERJURY that the following is all true and correct.

That at all time herein mentioned, the undersigned was, and now is, the authorized representative of the duly appointed SUPERINTENDENT OF STREETS of the CITY OF MANHATTAN BEACH, CALIFORNIA.

That there have now been instituted proceedings under the provisions of Article XIID of the California Constitution, and the "Municipal Improvements Act of 1913," being Division 12 of the Streets and Highways Code of the State of California, for the construction of certain public improvements in a special assessment district known and designated as ASSESSMENT DISTRICT NO. 19-4 (hereinafter referred to as the "Assessment District").

THE UNDERSIGNED STATES AND CERTIFIES AS FOLLOWS:

All easements or right-of-way necessary for the construction and installation of the public improvements of the Assessment District either have been obtained or are in process of being obtained and will be obtained and in the possession of the affected utility company, the City, the County of Los Angeles or the State of California prior to completion of the construction and installation of such public improvements.

EXECUTED this 7th day of January, 2020 at CITY OF MANHATTAN BEACH, California.

SUPERINTENDENT OF STREETS
CITY OF MANHATTAN BEACH
State of California

By: _____
Stephanie Katsouleas, PE



Certificate of Completion of Environmental Proceedings

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF MANHATTAN BEACH

The undersigned, under penalty of perjury, CERTIFIES as follows:

1. That I am the person who authorized to prepare and process all environmental documentation as needed as it relates to the formation of the special Assessment District being formed pursuant to the provisions of the "Municipal Improvement Act of 1913" being Division 12 of the Streets and Highways Code of the State of California, said special Assessment District known and designated as UNDERGROUND UTILITY ASSESSMENT DISTRICT NO. 194 (hereinafter referred to as the "Assessment District").

2. The specific environmental proceedings relating to this Assessment District that have been completed are as follows:

CEQA compliance review:

The proposed project is Categorically Exempt (Class 2) from the provisions of CEQA (replacement or reconstructions).

3. I do hereby certify that all environmental evaluation proceedings necessary for the formation of the Assessment District have been completed to my satisfaction, and that no further environmental proceedings are necessary.

EXECUTED this _____ day of _____, 2019 at CITY OF MANHATTAN BEACH, California.

By: _____
Stephanie Katsouleas, PE
CITY OF MANHATTAN BEACH
STATE OF CALIFORNIA



APPENDIX

A. Assessment Calculations



ASSESSMENT CALCULATIONS

Property Address	Asmt No.	Assessor's Parcel Number	Parcel Area (sf)	Assigned Connections	Aesthetics Benefit (YES/NO)	Aesthetics Benefit Area	Safety Benefit (YES/NO)	Safety Benefit Area	Reliability Benefit Area	Assessed Benefit Area	Total Design, Construction, & Contingency Costs*	Incidental Expenses*	Bond Costs*	Preliminary Total Assessment	Cash Payments
108 N ARDMORE AVE	1	4169-017-009	6,511	1	YES	6,511	YES	6,596.91	6,596.91	6,568.27	\$ 35,899.40	\$ 3,760.79	\$ 3,767.71	\$ 43,427.89	\$ 39,660.18
801 1ST ST	2	4169-017-010	4,836	1	YES	4,836	YES	6,596.91	6,596.91	6,009.94	\$ 32,847.79	\$ 3,441.10	\$ 3,447.44	\$ 39,736.32	\$ 36,288.89
811 1ST ST	3	4169-017-011	5,125	1	YES	5,125	YES	6,596.91	6,596.91	6,106.27	\$ 33,374.30	\$ 3,496.26	\$ 3,502.69	\$ 40,373.26	\$ 36,870.56
815 1ST ST	4	4169-017-021	8,603	1	YES	8,603	YES	6,596.91	6,596.91	7,265.61	\$ 39,710.73	\$ 4,160.06	\$ 4,167.71	\$ 48,038.50	\$ 43,870.78
825 1ST ST	5	4169-017-019	8,594	1	YES	8,594	YES	6,596.91	6,596.91	7,262.61	\$ 39,694.33	\$ 4,158.34	\$ 4,165.99	\$ 48,018.66	\$ 43,852.67
833 1ST ST	6	4169-017-018	8,592	1	YES	8,592	YES	6,596.91	6,596.91	7,261.94	\$ 39,690.69	\$ 4,157.96	\$ 4,165.61	\$ 48,014.25	\$ 43,848.64
109 N . POINSETTIA AVE	7	4169-017-023	6,250	0	YES	6,250	YES	6,596.91	0.00	4,282.30	\$ 23,405.25	\$ 2,451.91	\$ 2,456.42	\$ 28,313.59	\$ 25,857.17
101 N. POINSETTIA AVE	8	4169-017-024	9,368	0	YES	9,368	YES	6,596.91	0.00	5,321.64	\$ 29,085.81	\$ 3,047.00	\$ 3,052.61	\$ 35,185.42	\$ 32,132.81
100 N POINSETTIA AVE	9	4169-016-018	6,249	0	YES	6,249	YES	6,596.91	0.00	4,281.97	\$ 23,403.43	\$ 2,451.72	\$ 2,456.23	\$ 28,311.39	\$ 25,855.15
901 1ST ST	10	4169-016-017	9,370	1	YES	9,370	YES	6,596.91	6,596.91	7,521.27	\$ 41,108.09	\$ 4,306.44	\$ 4,314.37	\$ 49,728.90	\$ 45,414.53
919 1ST ST	11	4169-016-014	8,598	1	YES	8,598	YES	6,596.91	6,596.91	7,263.94	\$ 39,701.62	\$ 4,159.10	\$ 4,166.76	\$ 48,027.48	\$ 43,860.72
923 1ST ST	12	4169-016-011	10,797	1	YES	10,797	YES	6,596.91	6,596.91	7,996.94	\$ 43,707.88	\$ 4,578.79	\$ 4,587.22	\$ 52,873.90	\$ 48,286.68
931 1ST ST	13	4169-016-010	9,594	1	YES	9,594	YES	6,596.91	6,596.91	7,595.94	\$ 41,516.19	\$ 4,349.19	\$ 4,357.20	\$ 50,222.58	\$ 45,865.38
939 1ST ST	14	4169-016-006	3,997	1	YES	3,997	YES	6,596.91	6,596.91	5,730.27	\$ 31,319.25	\$ 3,280.97	\$ 3,287.01	\$ 37,887.23	\$ 34,600.22
943 1ST ST	15	4169-016-005	3,995	1	YES	3,995	YES	6,596.91	6,596.91	5,729.61	\$ 31,315.60	\$ 3,280.59	\$ 3,286.63	\$ 37,882.82	\$ 34,596.19
115 N DIANTHUS ST	16	4169-016-002	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,717.80	\$ 42,852.67	\$ 39,134.87
109 N DIANTHUS ST	17	4169-016-003	6,251	1	YES	6,251	YES	6,596.91	6,596.91	6,481.61	\$ 35,425.72	\$ 3,711.16	\$ 3,717.99	\$ 42,854.87	\$ 39,136.88
101 N DIANTHUS ST	18	4169-016-004	9,365	1	YES	9,365	YES	6,596.91	6,596.91	7,519.61	\$ 41,098.98	\$ 4,305.49	\$ 4,313.41	\$ 49,717.88	\$ 45,404.47
108 N DIANTHUS ST	19	4169-015-016	9,375	1	YES	9,375	YES	6,596.91	6,596.91	7,522.94	\$ 41,117.20	\$ 4,307.40	\$ 4,315.33	\$ 49,739.92	\$ 45,424.60
100 N DIANTHUS ST	20	4169-015-017	9,369	1	YES	9,369	YES	6,596.91	6,596.91	7,520.94	\$ 41,106.27	\$ 4,306.25	\$ 4,314.18	\$ 49,726.70	\$ 45,412.52
1015 1ST ST	21	4169-015-020	13,199	1	YES	13,199	YES	6,596.91	6,596.91	8,797.61	\$ 48,083.99	\$ 5,037.23	\$ 5,046.50	\$ 58,167.72	\$ 53,121.22
1023 1ST ST	22	4169-015-011	7,595	1	YES	7,595	YES	6,596.91	6,596.91	6,929.61	\$ 37,874.29	\$ 3,967.67	\$ 3,974.98	\$ 45,816.94	\$ 41,841.97
1031 1ST ST	23	4169-015-006	4,295	1	YES	4,295	YES	6,596.91	6,596.91	5,829.61	\$ 31,862.16	\$ 3,337.85	\$ 3,343.99	\$ 38,544.00	\$ 35,200.01
1035 1ST ST	24	4169-015-005	4,297	1	YES	4,297	YES	6,596.91	6,596.91	5,830.27	\$ 31,865.80	\$ 3,338.23	\$ 3,344.37	\$ 38,548.41	\$ 35,204.03
1043 1ST ST	25	4169-015-004	6,800	1	YES	6,800	YES	6,596.91	6,596.91	6,664.61	\$ 36,425.92	\$ 3,815.94	\$ 3,822.97	\$ 44,064.83	\$ 40,241.86
1046 1ST ST	26	4169-022-020	4,500	1	YES	4,500	YES	6,596.91	6,596.91	5,897.94	\$ 32,235.64	\$ 3,376.97	\$ 3,383.19	\$ 38,995.80	\$ 35,612.61
1050 1ST ST	27	4169-022-021	4,500	1	YES	4,500	YES	6,596.91	6,596.91	5,897.94	\$ 32,235.64	\$ 3,376.97	\$ 3,383.19	\$ 38,995.80	\$ 35,612.61
1054 1ST ST	28	4169-022-022	4,500	1	YES	4,500	YES	6,596.91	6,596.91	5,897.94	\$ 32,235.64	\$ 3,376.97	\$ 3,383.19	\$ 38,995.80	\$ 35,612.61
1058 1ST ST	29	4169-022-023	4,500	1	YES	4,500	YES	6,596.91	6,596.91	5,897.94	\$ 32,235.64	\$ 3,376.97	\$ 3,383.19	\$ 38,995.80	\$ 35,612.61
1042 1ST ST	30	4169-022-006	5,803	1	YES	5,803	YES	6,596.91	6,596.91	6,332.27	\$ 34,609.52	\$ 3,625.66	\$ 3,632.33	\$ 41,867.51	\$ 38,235.18
1030 1ST ST	31	4169-022-007	5,807	1	YES	5,807	YES	6,596.91	6,596.91	6,333.61	\$ 34,616.81	\$ 3,626.42	\$ 3,633.10	\$ 41,876.33	\$ 38,243.23
1031 DUNCAN PL	32	4169-022-005	6,389	1	YES	6,389	YES	6,596.91	6,596.91	6,527.61	\$ 35,677.13	\$ 3,737.50	\$ 3,744.38	\$ 43,159.01	\$ 39,414.63
1026 1ST ST	33	4169-022-008	4,806	1	YES	4,806	YES	6,596.91	6,596.91	5,999.94	\$ 32,793.13	\$ 3,435.38	\$ 3,441.70	\$ 39,670.20	\$ 36,228.51
1022 1ST ST	34	4169-022-009	4,802	1	YES	4,802	YES	6,596.91	6,596.91	5,998.61	\$ 32,785.84	\$ 3,434.61	\$ 3,440.93	\$ 39,661.39	\$ 36,220.45
1025 DUNCAN PL	35	4169-022-010	8,393	1	YES	8,393	YES	6,596.91	6,596.91	7,195.61	\$ 39,328.14	\$ 4,119.98	\$ 4,127.56	\$ 47,575.67	\$ 43,448.11
1018 1ST ST	36	4169-022-012	6,601	1	YES	6,601	YES	6,596.91	6,596.91	6,598.27	\$ 36,063.37	\$ 3,777.96	\$ 3,784.92	\$ 43,626.24	\$ 39,841.33
1014 1ST ST	37	4169-022-013	6,605	1	YES	6,605	YES	6,596.91	6,596.91	6,599.61	\$ 36,070.65	\$ 3,778.73	\$ 3,785.68	\$ 43,635.06	\$ 39,849.38
1017 DUNCAN PL	38	4169-022-011	4,795	1	YES	4,795	YES	6,596.91	6,596.91	5,996.27	\$ 32,773.09	\$ 3,433.28	\$ 3,439.60	\$ 39,645.96	\$ 36,206.37
100 S DIANTHUS ST	39	4169-022-014	9,382	1	YES	9,382	YES	6,596.91	6,596.91	7,525.27	\$ 41,129.95	\$ 4,308.73	\$ 4,316.66	\$ 49,755.35	\$ 45,438.69
108 S DIANTHUS ST	40	4169-022-015	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,717.80	\$ 42,852.67	\$ 39,134.87
112 S DIANTHUS ST	41	4169-022-016	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,717.80	\$ 42,852.67	\$ 39,134.87
118 S DIANTHUS ST	42	4169-022-017	6,244	1	YES	6,244	YES	6,596.91	6,596.91	6,479.27	\$ 35,412.96	\$ 3,709.83	\$ 3,716.66	\$ 42,839.44	\$ 39,122.79
950 1ST ST	43	4169-020-001	9,391	1	YES	9,391	YES	6,596.91	6,596.91	7,528.27	\$ 41,146.35	\$ 4,310.45	\$ 4,318.39	\$ 49,775.19	\$ 45,456.80
109 S DIANTHUS ST	44	4169-020-002	6,240	1	YES	6,240	YES	6,596.91	6,596.91	6,477.94	\$ 35,405.67	\$ 3,709.06	\$ 3,715.89	\$ 42,830.63	\$ 39,114.74
113 S DIANTHUS ST	45	4169-020-003	6,260	1	YES	6,260	YES	6,596.91	6,596.91	6,484.61	\$ 35,442.11	\$ 3,712.88	\$ 3,719.71	\$ 42,874.71	\$ 39,154.99
119 S DIANTHUS ST	46	4169-020-004	6,239	1	YES	6,239	YES	6,596.91	6,596.91	6,477.61	\$ 35,403.85	\$ 3,708.87	\$ 3,715.70	\$ 42,828.42	\$ 39,112.73
940 1ST ST	47	4169-020-023	10,007	1	YES	10,007	YES	6,596.91	6,596.91	7,733.61	\$ 42,268.62	\$ 4,428.02	\$ 4,436.17	\$ 51,132.80	\$ 46,696.63
941 DUNCAN PL	48	4169-020-024	7,998	1	YES	7,998	YES	6,596.91	6,596.91	7,063.94	\$ 38,608.50	\$ 4,044.59	\$ 4,052.03	\$ 46,705.12	\$ 42,653.09
934 1ST ST	49	4169-020-027	10,167	1	YES	10,167	YES	6,596.91	6,596.91	7,786.94	\$ 42,560.11	\$ 4,458.55	\$ 4,466.76	\$ 51,485.43	\$ 47,018.67



ASSESSMENT CALCULATIONS

Property Address	Asmt No.	Assessor's Parcel Number	Parcel Area (sf)	Assigned Connections	Aesthetics Benefit (YES/NO)	Aesthetics Benefit Area	Safety Benefit (YES/NO)	Safety Benefit Area	Reliability Benefit Area	Assessed Benefit Area	Total Design, Construction, & Contingency Costs*	Incidental Expenses*	Bond Costs*	Preliminary Total Assessment	Cash Payments
926 DUNCAN PL	100	4169-021-023	4,203	1	YES	4,203	YES	6,596.91	6,596.91	5,798.94	\$ 31,694.55	\$ 3,320.29	\$ 3,326.40	\$ 38,341.24	\$ 35,014.84
927 DUNCAN AVE	101	4169-021-012	4,799	1	YES	4,799	YES	6,596.91	6,596.91	5,997.61	\$ 32,780.38	\$ 3,434.04	\$ 3,440.36	\$ 39,654.78	\$ 36,214.42
930 DUNCAN PL	102	4169-021-009	4,207	1	YES	4,207	YES	6,596.91	6,596.91	5,800.27	\$ 31,701.84	\$ 3,321.05	\$ 3,327.17	\$ 38,350.06	\$ 35,022.89
931 DUNCAN AVE	103	4169-021-010	4,796	1	YES	4,796	YES	6,596.91	6,596.91	5,996.61	\$ 32,774.91	\$ 3,433.47	\$ 3,439.79	\$ 39,648.17	\$ 36,208.38
934 DUNCAN PL	104	4169-021-007	4,204	1	YES	4,204	YES	6,596.91	6,596.91	5,799.27	\$ 31,696.37	\$ 3,320.48	\$ 3,326.59	\$ 38,343.44	\$ 35,016.85
935 DUNCAN AVE	105	4169-021-008	4,797	1	YES	4,797	YES	6,596.91	6,596.91	5,996.94	\$ 32,776.73	\$ 3,433.66	\$ 3,439.98	\$ 39,650.37	\$ 36,210.39
940 DUNCAN PL	106	4169-021-005	4,501	1	YES	4,501	YES	6,596.91	6,596.91	5,898.27	\$ 32,237.46	\$ 3,377.16	\$ 3,383.38	\$ 38,998.01	\$ 35,614.63
939 DUNCAN AVE	107	4169-021-006	4,500	1	YES	4,500	YES	6,596.91	6,596.91	5,897.94	\$ 32,235.64	\$ 3,376.97	\$ 3,383.19	\$ 38,995.80	\$ 35,612.61
201 S DIANTHUS ST	108	4169-021-026	8,276	1	YES	8,276	YES	6,596.91	6,596.91	7,156.61	\$ 39,114.98	\$ 4,097.65	\$ 4,105.19	\$ 47,317.81	\$ 43,212.62
943 DUNCAN AVE	109	4169-021-024	6,993	1	YES	6,993	YES	6,596.91	6,596.91	6,728.94	\$ 36,777.53	\$ 3,852.78	\$ 3,859.87	\$ 44,490.18	\$ 40,630.31
207 S DIANTHUS ST	110	4169-021-002	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,718.76	\$ 42,852.67	\$ 39,134.87
211 S DIANTHUS ST	111	4169-021-003	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,717.80	\$ 42,852.67	\$ 39,134.87
SCE Substation	112	4169-021-800	9,364	1	YES	9,364	YES	6,596.91	6,596.91	7,519.27	\$ 41,097.16	\$ 4,305.30	\$ 4,313.22	\$ 49,715.68	\$ 45,402.46
200 S DIANTHUS ST	113	4169-023-013	6,255	1	YES	6,255	YES	6,596.91	6,596.91	6,482.94	\$ 35,433.00	\$ 3,711.93	\$ 3,718.76	\$ 42,863.69	\$ 39,144.93
206 S DIANTHUS ST	114	4169-023-014	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,717.80	\$ 42,852.67	\$ 39,134.87
210 S DIANTHUS ST	115	4169-023-015	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,717.80	\$ 42,852.67	\$ 39,134.87
250 S DIANTHUS ST	116	4169-023-020	14,367	1	YES	14,367	YES	6,596.91	6,596.91	9,186.94	\$ 50,211.92	\$ 5,260.15	\$ 5,269.83	\$ 60,741.90	\$ 55,472.07
1014 DUNCAN PL	117	4169-023-010	4,004	1	YES	4,004	YES	6,596.91	6,596.91	5,732.61	\$ 31,332.00	\$ 3,282.31	\$ 3,288.35	\$ 37,902.66	\$ 34,614.31
1018 DUNCAN PL	118	4169-023-009	4,004	1	YES	4,004	YES	6,596.91	6,596.91	5,732.61	\$ 31,332.00	\$ 3,282.31	\$ 3,288.35	\$ 37,902.66	\$ 34,614.31
1019 DUNCAN AVE	119	4169-023-011	4,996	1	YES	4,996	YES	6,596.91	6,596.91	6,063.27	\$ 33,139.28	\$ 3,471.64	\$ 3,478.03	\$ 40,088.95	\$ 36,610.92
1022 DUNCAN PL	120	4169-023-017	4,005	1	YES	4,005	YES	6,596.91	6,596.91	5,732.94	\$ 31,333.82	\$ 3,282.50	\$ 3,288.54	\$ 37,904.86	\$ 34,616.32
1023 DUNCAN AVE	121	4169-023-007	9,991	1	YES	9,991	YES	6,596.91	6,596.91	7,728.27	\$ 42,239.47	\$ 4,424.96	\$ 4,433.11	\$ 51,097.54	\$ 46,664.43
1026 DUNCAN PL	122	4169-023-008	4,006	1	YES	4,006	YES	6,596.91	6,596.91	5,733.27	\$ 31,335.64	\$ 3,282.69	\$ 3,288.73	\$ 37,907.07	\$ 34,618.33
1030 DUNCAN PL	123	4169-023-004	4,505	1	YES	4,505	YES	6,596.91	6,596.91	5,899.61	\$ 32,244.75	\$ 3,377.93	\$ 3,384.15	\$ 39,006.82	\$ 35,622.68
1031 DUNCAN AVE	124	4169-023-006	4,496	1	YES	4,496	YES	6,596.91	6,596.91	5,896.61	\$ 32,228.35	\$ 3,376.21	\$ 3,382.43	\$ 38,986.99	\$ 35,604.56
1034 DUNCAN PL	125	4169-023-003	4,503	1	YES	4,503	YES	6,596.91	6,596.91	5,898.94	\$ 32,241.11	\$ 3,377.55	\$ 3,383.76	\$ 39,002.42	\$ 35,618.65
1035 DUNCAN AVE	126	4169-023-005	4,498	1	YES	4,498	YES	6,596.91	6,596.91	5,897.27	\$ 32,232.00	\$ 3,376.59	\$ 3,382.81	\$ 38,991.40	\$ 35,608.59
305 S SEPULVEDA BLVD	127	4169-024-001	5,844	1	YES	5,844	YES	6,596.91	6,596.91	6,345.94	\$ 34,684.22	\$ 3,633.48	\$ 3,640.17	\$ 41,957.88	\$ 38,317.70
319 S SEPULVEDA BLVD	128	4169-024-002	11,673	1	YES	11,673	YES	6,596.91	6,596.91	8,288.94	\$ 45,303.83	\$ 4,745.98	\$ 4,754.72	\$ 54,804.54	\$ 50,049.82
1050 DUNCAN AVE	129	4169-024-021	10,966	1	YES	10,966	YES	6,596.91	6,596.91	8,053.27	\$ 44,015.78	\$ 4,611.05	\$ 4,619.54	\$ 53,246.36	\$ 48,626.83
Not Used	130	N/A	0	N/A	N/A	0	N/A	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
Not Used	131	N/A	0	N/A	N/A	0	N/A	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
1026 DUNCAN AVE	132	4169-024-022	4,606	1	YES	4,606	YES	6,596.91	6,596.91	5,933.27	\$ 32,428.76	\$ 3,397.20	\$ 3,403.46	\$ 39,229.42	\$ 35,825.96
1022 DUNCAN AVE	133	4169-024-009	4,606	1	YES	4,606	YES	6,596.91	6,596.91	5,933.27	\$ 32,428.76	\$ 3,397.20	\$ 3,403.46	\$ 39,229.42	\$ 35,825.96
1018 DUNCAN AVE	134	4169-024-011	4,604	1	YES	4,604	YES	6,596.91	6,596.91	5,932.61	\$ 32,425.11	\$ 3,396.82	\$ 3,403.08	\$ 39,225.01	\$ 35,821.94
1014 DUNCAN AVE	135	4169-024-013	6,030	1	YES	6,030	YES	6,596.91	6,596.91	6,407.94	\$ 35,023.08	\$ 3,668.98	\$ 3,675.74	\$ 42,367.81	\$ 38,692.07
Not Used	136	N/A	0	N/A	N/A	0	N/A	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
300 S DIANTHUS ST	137	4169-024-016	7,955	1	YES	7,955	YES	6,596.91	6,596.91	7,049.61	\$ 38,530.16	\$ 4,036.38	\$ 4,043.81	\$ 46,610.35	\$ 42,566.54
308 S DIANTHUS ST	138	4169-024-017	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,717.80	\$ 42,852.67	\$ 39,134.87
312 S DIANTHUS ST	139	4169-024-018	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,717.80	\$ 42,852.67	\$ 39,134.87
318 S DIANTHUS ST	140	4169-024-019	5,799	1	YES	5,799	YES	6,596.91	6,596.91	6,330.24	\$ 34,602.24	\$ 3,624.90	\$ 3,631.57	\$ 41,858.70	\$ 38,227.13
301 S DIANTHUS ST	141	4169-025-001	9,375	1	YES	9,375	YES	6,596.91	6,596.91	7,522.94	\$ 41,117.20	\$ 4,307.40	\$ 4,315.33	\$ 49,739.92	\$ 45,424.60
309 S DIANTHUS ST	142	4169-025-002	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,717.80	\$ 42,852.67	\$ 39,134.87
313 S DIANTHUS ST	143	4169-025-003	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,717.80	\$ 42,852.67	\$ 39,134.87
319 S DIANTHUS ST	144	4169-025-004	5,953	1	YES	5,953	YES	6,596.91	6,596.91	6,382.27	\$ 34,882.80	\$ 3,654.29	\$ 3,661.01	\$ 42,198.10	\$ 38,537.09
942 DUNCAN AVE	145	4169-025-007	4,683	1	YES	4,683	YES	6,596.91	6,596.91	5,958.94	\$ 32,569.04	\$ 3,411.90	\$ 3,418.18	\$ 39,399.12	\$ 35,980.94
938 DUNCAN AVE	146	4169-025-008	4,689	1	YES	4,689	YES	6,596.91	6,596.91	5,960.94	\$ 32,579.97	\$ 3,413.05	\$ 3,419.33	\$ 39,412.35	\$ 35,993.02
934 DUNCAN AVE	147	4169-025-024	4,536	1	YES	4,536	YES	6,596.91	6,596.91	5,909.94	\$ 32,301.23	\$ 3,383.84	\$ 3,390.07	\$ 39,075.15	\$ 35,685.07
930 DUNCAN AVE	148	4169-025-023	4,544	1	YES	4,544	YES	6,596.91	6,596.91	5,912.61	\$ 32,315.80	\$ 3,385.37	\$ 3,391.60	\$ 39,092.78	\$ 35,701.17
926 DUNCAN AVE	149	4169-025-013	4,489	1	YES	4,489	YES	6,596.91	6,596.91	5,894.27	\$ 32,215.60	\$ 3,374.87	\$ 3,381.09	\$ 38,971.56	\$ 35,590.47



ASSESSMENT CALCULATIONS

Property Address	Asmt No.	Assessor's Parcel Number	Parcel Area (sf)	Assigned Connections	Aesthetics Benefit (YES/NO)	Aesthetics Benefit Area	Safety Benefit (YES/NO)	Safety Benefit Area	Reliability Benefit Area	Assessed Benefit Area	Total Design, Construction, & Contingency Costs*	Incidental Expenses*	Bond Costs*	Preliminary Total Assessment	Cash Payments
922 DUNCAN AVE	150	4169-025-025	4,605	1	YES	4,605	YES	6,596.91	6,596.91	5,932.94	\$ 32,426.94	\$ 3,397.01	\$ 3,403.27	\$ 39,227.22	\$ 35,823.95
918 DUNCAN AVE	151	4169-025-015	4,565	1	YES	4,565	YES	6,596.91	6,596.91	5,919.61	\$ 32,354.06	\$ 3,389.38	\$ 3,395.62	\$ 39,139.06	\$ 35,743.44
914 DUNCAN AVE	152	4169-025-016	4,602	1	YES	4,602	YES	6,596.91	6,596.91	5,931.94	\$ 32,421.47	\$ 3,396.44	\$ 3,402.69	\$ 39,220.60	\$ 35,817.91
300 S POINSETTIA AVE	153	4169-025-019	9,379	1	YES	9,379	YES	6,596.91	6,596.91	7,524.27	\$ 41,124.49	\$ 4,308.16	\$ 4,316.09	\$ 49,748.74	\$ 45,432.65
308 S POINSETTIA AVE	154	4169-025-020	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,717.80	\$ 42,852.67	\$ 39,134.87
312 S POINSETTIA AVE	155	4169-025-021	6,250	1	YES	6,250	YES	6,596.91	6,596.91	6,481.27	\$ 35,423.89	\$ 3,710.97	\$ 3,717.80	\$ 42,852.67	\$ 39,134.87
318 S POINSETTIA AVE	156	4169-025-022	6,234	1	YES	6,234	YES	6,596.91	6,596.91	6,475.94	\$ 35,394.74	\$ 3,707.92	\$ 3,714.74	\$ 42,817.41	\$ 39,102.66
319 S POINSETTIA AVE	157	4169-026-005	5,718	1	YES	5,718	YES	6,596.91	6,596.91	6,303.94	\$ 34,454.66	\$ 3,609.44	\$ 3,616.08	\$ 41,680.18	\$ 38,064.10
313 S POINSETTIA AVE	158	4169-026-004	5,625	1	YES	5,625	YES	6,596.91	6,596.91	6,272.94	\$ 34,285.23	\$ 3,591.69	\$ 3,598.30	\$ 41,475.22	\$ 37,876.92
309 S POINSETTIA AVE	159	4169-026-003	5,625	1	YES	5,625	YES	6,596.91	6,596.91	6,272.94	\$ 34,285.23	\$ 3,591.69	\$ 3,598.30	\$ 41,475.22	\$ 37,876.92
305 S POINSETTIA AVE	160	4169-026-002	5,625	1	YES	5,625	YES	6,596.91	6,596.91	6,272.94	\$ 34,285.23	\$ 3,591.69	\$ 3,598.30	\$ 41,475.22	\$ 37,876.92
301 S POINSETTIA AVE	161	4169-026-001	5,636	1	YES	5,636	YES	6,596.91	6,596.91	6,276.61	\$ 34,305.27	\$ 3,593.79	\$ 3,600.40	\$ 41,499.46	\$ 37,899.06
820 DUNCAN AVE	162	4169-026-006	4,514	1	YES	4,514	YES	6,596.91	6,596.91	5,902.61	\$ 32,261.15	\$ 3,379.65	\$ 3,385.87	\$ 39,026.66	\$ 35,640.79
816 DUNCAN AVE	163	4169-026-008	4,526	1	YES	4,526	YES	6,596.91	6,596.91	5,906.61	\$ 32,283.01	\$ 3,381.94	\$ 3,388.16	\$ 39,053.11	\$ 35,664.95
812 DUNCAN AVE	164	4169-026-010	4,538	1	YES	4,538	YES	6,596.91	6,596.91	5,910.61	\$ 32,304.87	\$ 3,384.23	\$ 3,390.46	\$ 39,079.55	\$ 35,689.10
808 DUNCAN AVE	165	4169-026-012	4,550	1	YES	4,550	YES	6,596.91	6,596.91	5,914.61	\$ 32,326.73	\$ 3,386.52	\$ 3,392.75	\$ 39,106.00	\$ 35,713.25
804 DUNCAN AVE	166	4169-026-014	2,949	1	YES	2,949	YES	6,596.91	6,596.91	5,380.94	\$ 29,409.94	\$ 3,080.96	\$ 3,086.63	\$ 35,577.52	\$ 32,490.89
304 S ARDMORE AVE	167	4169-026-015	3,706	1	YES	3,706	YES	6,596.91	6,596.91	5,633.27	\$ 30,789.09	\$ 3,225.43	\$ 3,231.37	\$ 37,245.89	\$ 34,014.52
314 S ARDMORE AVE	168	4169-026-016	4,123	1	YES	4,123	YES	6,596.91	6,596.91	5,772.27	\$ 31,548.80	\$ 3,305.02	\$ 3,311.10	\$ 38,164.93	\$ 34,853.82
115 S SEPULVEDA BLVD	169	4169-022-024	33,194	1	YES	33,194	YES	6,596.91	6,596.91	15,462.61	\$ 84,512.05	\$ 8,853.40	\$ 8,869.69	\$ 102,235.14	\$ 93,365.44
225 S SEPULVEDA BLVD	170	4169-023-019	51,183	0	YES	51,183	YES	6,596.91	0.00	19,259.97	\$ 105,266.82	\$ 11,027.65	\$ 11,047.95	\$ 127,342.41	\$ 116,294.47
									Totals	1,097,286.32	\$ 5,997,300.97	\$ 628,271.25	\$ 629,427.78	\$ 7,255,000.00	\$ 6,625,572.22
												*Preliminary Estimates			

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November 21, 2019

**CITY OF MANHATTAN BEACH
UNDERGROUND UTILITY ASSESSMENT DISTRICT NO. 19-4**

Assessor Parcel Number: **XXXX-XXX-XXX**

Situs: Property Street Address, 90266

PROPERTY OWNER'S NAME
PROPERTY OWNER'S MAILING ADDRESS
CITY, STATE ZIP CODE

**Proposed Parcel Underground
Utility Assessment:
\$XX,XXX.XX**

This Assessment Ballot is for the use of the property owner of the parcel identified herein, which parcel is subject to the Proposed Underground Utility Assessment. The ballot may be used to express either support for or opposition to the assessment. In order to be counted, this ballot must be signed in the space provided below by an owner or, if the owner is a partnership or a corporation, by an authorized representative of the owner. The ballot should then be placed in the enclosed envelope, sealed and must be delivered to the City Clerk, whether by mail or in person, as follows.

If you elect to have the Proposed Underground Utility Assessment identified above financed through the issuance of bonds and paid over 20 years, there would be an additional increase to your annual property taxes. The ESTIMATED annual installment for assessments not paid in cash is: \$65.75 per \$1000 of Assessment.

Mail Delivery: If by mail, place the ballot in the mail with sufficient time to be received no later than 5:30 pm on January 7, 2020. If your ballot is not received by this time, it will not be counted.

If you elect to pay the Proposed Underground Utility Assessment identified above in full during the Cash Collection Period ending February 14, 2020, the ESTIMATED cash payment amount is: \$xxxx.xx (representing a reduction of approximately \$xxxx.xx from the Proposed Underground Utility Assessment).

Personal Delivery: If in person, deliver to the City Clerk at any time up to the close of the Public Hearing on January 7, 2020, in the City Council Chamber, 1400 Highland Avenue, Manhattan Beach.

For additional information regarding the Proposed Assessment, please see the enclosed legal notice and additional information notice.

THIS IS NOT A BILL

Please cut along this line, place the ballot below in the enclosed envelope, seal the envelope and return to the City Clerk.

OFFICIAL PROPERTY OWNER ASSESSMENT BALLOT



Assessor's Parcel Number: **XXXX-XXX-XXX**
Owner Name: PROPERTY OWNER'S NAME
Situs Address: PROPERTY ADDRESS, MANHATTAN BEACH, CA 90266

Ballot Reference #: xxxx

Proposed Maximum Assessment Amount: **\$XX,XXX.XX**

Yes, I SUPPORT the formation of the Underground Utility Assessment District No. 19-4 and the levying of the Proposed Underground Utility Assessment

No, I am OPPOSED to the formation of the Underground Utility Assessment District No. 19-4

Date

Printed Owner's Name

Owner's Signature

Mail or Hand Deliver To: City Clerk, 1400 Highland Ave., City of Manhattan Beach, CA 90266

PROPERTY OWNER ASSESSMENT BALLOT PROCEDURES

Record property owners may submit the enclosed Property Owner Assessment Ballot to the City to express support or opposition to the proposed Underground Utility Assessment. Record property owner generally means the owner of a parcel whose name and address appears on the last equalized secured property tax assessment roll. Please follow the instructions below to complete and return your ballot.

1. Register your vote on the enclosed assessment ballot in support of or in opposition to the Assessment by placing an "x" on the corresponding line.
2. Sign and date your ballot. **Ballots received without a signature will not be counted.** If the record owner is a public entity, partnership, corporation, trust, or limited liability company, the ballot must be signed by an authorized representative.
3. Place your ballot in an envelope and seal it (a return envelope has been provided for your use). State law requires that the ballots remain unopened until the public hearing is closed at which time all ballots received will be opened and tallied.
4. Mail or personally delivery your ballot to the City Clerk for the City of Manhattan Beach, 1400 Highland Ave, Manhattan Beach, CA 90266.
5. **Ballots must be received by the City Clerk of the City of Manhattan Beach prior to the close of the public hearing to be held on the Assessment at 6:00 p.m. on January 7, 2020,** at the City of Manhattan Beach Council Chamber, 1400 Highland Avenue, Manhattan Beach. You may withdraw your ballot, and if you choose, change your vote at any time up to the close of the public hearing. To do so, contact the City Clerk. Any ballots received after the close of the public hearing cannot legally be counted.
6. Following the close of the public hearing on the Assessment District, the Clerk will tabulate all of the ballots received. The ballots will be tabulated electronically. The ballots will be weighed according to the proportionate financial obligation of the affected property with respect to paying the Assessment. (Simplified, this means 1 vote for each dollar of assessment.) If more than one record owner returns a ballot, each ballot shall be weighed in accordance with the proportional ownership interest as such interest appears on the last equalized assessment roll or from evidence submitted by property owners to the satisfaction of the City.
7. The Assessment will be confirmed unless majority protest exists or the City Council decides, based on testimony received, not to confirm the Assessment. A majority protest exists if, upon the close of the public hearing, the value of the ballots submitted in opposition to the Assessment exceeds the value of the ballots submitted in favor of the Assessment.
8. **If a majority protest exists based upon the weighed assessment value of the ballots received by the City Clerk prior to the close of the public hearing, the Assessment will not be imposed.** If the Assessment is not imposed, the Underground Utility improvements will not be constructed and the Assessment District will be dissolved.
9. Assuming the Assessments are levied as intended, property owners will be provided an opportunity to pay all or any part of such Assessments in cash, without interest, prior to the issuance of bonds. Following the close of the Cash Collection Period, the City Council intends to provide for issuance of the improvement bonds in the amount of the unpaid assessments. The period of repayment for the bonds will establish the duration of annual installments on account of unpaid assessments. The duration of annual installments is presently estimated not to exceed 20 years or until the bonds issued to represent the unpaid assessments are fully paid, whichever occurs first.



City Hall 1400 Highland Avenue Manhattan Beach, CA 90266-4795
Telephone (310) 802-5000 FAX (310) 802-5001 TDD (310) 546-3501

November 19, 2019
Property Owner
Underground Utility Assessment District 19-4
Manhattan Beach, California

PACKAGE CONTENTS

Enclosed in this package you will find the following documents to assist you as the record owner in exercising your right to submit an assessment ballot regarding this proposed assessment:

1. Official Property Owner Assessment Ballot (the **OFFICIAL BALLOT**)
2. Assessment Ballot Procedures
3. Notice of Public Hearing
4. Self-addressed Return Envelope
5. Boundary Map

RE: CITY OF MANHATTAN BEACH PROPOSED UNDERGROUND UTILITY ASSESSMENT DISTRICT NO. 19-4

Dear Property Owner:

The City of Manhattan Beach works cooperatively with property owners who wish to form special assessment districts to create improvement projects in their neighborhoods. At the request of property owners within your neighborhood, the City Council of the City of Manhattan Beach has initiated proceedings to consider the formation of an assessment district, designated as Underground Utility Assessment District No. 19-4 (the "Assessment District"), to finance conversion of the overhead electrical and communication facilities to underground locations with appurtenant work in connection therewith (the "Project"). These improvements will specially benefit the properties within the boundaries of the proposed Assessment District.

As part of these proceedings, the City Council will hold a public hearing and conduct an assessment ballot procedure on the formation of the assessment district (i.e., count all returned ballots received by the deadline and determine whether the Assessment District can be formed). If the Assessment District is formed and assessments levied, the Assessment District will finance the conversion of the overhead electrical and communication utilities to underground locations (the "Project").

Property owned by you is specially benefited by the improvements and is within the boundaries of the Assessment District. The amount of the proposed assessment for your parcel is shown on the enclosed ballot. If the Assessment District is formed, you will be given the opportunity to pay your assessment as a lump sum by February 14, 2020, or annually plus interest over a twenty-year period.

Please note that the assessment amount does not include the undergrounding work necessary to connect the utilities from the public right-of-way to your home or structure. You will be responsible for such cost in addition to the assessment amount. The assessment only covers the public right-of-way portion of the project.

The City Council has scheduled a public hearing to receive testimony either in favor of or in opposition to the proposed assessment. The public hearing will be

Fire Department Address: 400 15th Street, Manhattan Beach, CA 90266 FAX (310) 802-5201

Police Department Address: 420 15th Street, Manhattan Beach, CA 90266 FAX (310) 802-5101

Public Works Department Address: 3621 Bell Avenue, Manhattan Beach, CA 90266 FAX (310) 802-5301

PUBLIC HEARING

**January 7, 2020
6:00 p.m.**

City Council Chamber
1400 Highland Ave.
Manhattan Beach, CA 90266

**BALLOTS MUST BE
RETURNED TO**

City Clerk
City of Manhattan Beach
1400 Highland Avenue
Manhattan Beach, CA 90266

and
RECEIVED BY

January 7, 2020,
prior to the close of the Public
Hearing

**INFORMAL PUBLIC
MEETING**

Manhattan Beach Police/Fire
Conference Room
400/420 15th Street,
Manhattan Beach, CA 90266

Tuesday, December 10, 2019
6:00 pm – 7:00 pm

held at the City Council Chambers, 1400 Highland Avenue, Manhattan Beach, California on Tuesday, January 7th, at 6:00 pm in the City Council Chamber.

Enclosed with this letter you will find a copy of the formal legal notice of this public hearing. This notice contains important information regarding the rights of the record owners of property located within the proposed Assessment District to be heard regarding the formation of the proposed Assessment District and the imposition of assessments, and to register their support for or opposition to the assessments. **It is recommended that you read the notice carefully.**

In addition to the public hearing, the record owners of property subject to the imposition of an assessment also have the right to express their support of or opposition to the proposed assessment through an assessment ballot procedure. In order to comply with this assessment ballot procedure, an OFFICIAL PROPERTY OWNER ASSESSMENT BALLOT is being provided to you as one of the record owners within the Assessment District to enable you as such an owner to exercise your right to submit your assessment ballot pertaining to the proposed assessment. **The enclosed Notice of Public Hearing contains important information regarding the procedure for submitting an assessment ballot.**

The City will be authorized to form the Assessment District and impose the assessments only if a majority of the assessment ballots submitted are in favor of the levy of the assessments. The assessment ballots will be weighted based upon the amount of the assessment proposed to be levied against individual parcels. **THEREFORE, WHETHER YOU ARE IN FAVOR OF OR OPPOSED TO THE ASSESSMENT, IT IS EXTREMELY IMPORTANT THAT ALL RECORD OWNERS COMPLETE AND SUBMIT THEIR ASSESSMENT BALLOTS TO THE CITY SO THAT YOUR SUPPORT OF OR OPPOSITION TO THE ASSESSMENT WILL BE TABULATED.**

In order for your assessment ballot to be tabulated, it must be completed as described on the official ballot and **RECEIVED** either by mail, or in person, at the address of the City Clerk, on or prior to 5:30 p.m. on January 7, 2020 or at the Public Hearing to be held on January 7, 2020 at the address set forth in the enclosed notice prior to the conclusion of the public hearing.

POSTMARKED PROPERTY OWNER ASSESSMENT BALLOTS NOT RECEIVED BY THE CLOSE OF THE PUBLIC HEARING WILL NOT BE ACCEPTED AND COUNTED.

The Public Works Department and the public utility companies have scheduled an informational Public Meeting (see sidebar) at which time detailed questions may be asked about the assessment calculations, the project in general or about your specific property.

Should you have any questions regarding this letter, the assessment ballot, or the assessment ballot procedures, you may contact Anastasia Seims, Senior Civil Engineer, of the City at (310) 802-5361.

Very truly yours,



Stephanie Katsouleas, Director of Public Works
City of Manhattan Beach

NOTICE OF PUBLIC HEARING
CITY OF MANHATTAN BEACH
UNDERGROUND UTILITY ASSESSMENT DISTRICT NO. 19-4

RESOLUTION OF INTENTION AND REPORT

NOTICE IS HEREBY GIVEN that the City Council of the City of Manhattan Beach, California, did, on November 19, 2019 adopt its Resolution of Intention (Resolution No. 19-0072), receive and file a Preliminary Engineer's Report of the Assessment Engineer, and authorize a time and place for a public hearing to form a special assessment district designated as Underground Utility Assessment District No. 19-4 (hereinafter referred to as the "Assessment District"). The City Council has scheduled a public hearing to receive testimony either in favor of or in opposition to the proposed assessment. The public hearing will be held at:

City Council Chamber
1400 Highland Ave
Manhattan Beach, CA 90266

Tuesday, January 7, 2020
6:00 pm

The Assessment Engineer's Preliminary Report, consisting of the plans, specifications, maps, descriptions, an estimate of the cost of the construction of the public improvements, a diagram, and the proposed assessments, has been prepared and preliminarily approved. For all particulars as to these proceedings and any individual assessment, reference is made to the Report as preliminarily approved and on file with the transcript of these proceedings in the office of the City Clerk, and will be made available for public inspection during normal business hours. The City Clerk's office is located at:

1400 Highland Avenue
Manhattan Beach, CA 90266

DESCRIPTION OF IMPROVEMENTS PROPOSED TO BE CONSTRUCTED

The improvements proposed to be constructed and financed under these proceedings for this Assessment District generally consist of the conversion of existing overhead electrical and communication facilities to underground locations within the area generally described as "between 1st Street and Boundary Place, and Sepulveda Boulevard and Ardmore Avenue." The proposed underground utility improvements will provide conversion to a safer and more reliable upgraded utility system and will improve neighborhood aesthetics. **However, the improvements covered by this assessment do not include** connecting the undergrounded utilities from the public right-of-way to your home or structure. You will be responsible for the costs of the work on your property.

BOUNDARIES OF ASSESSMENT DISTRICT

All real property that specially benefit from the improvements are included within the exterior boundary lines shown on a map and are proposed to be assessed to pay the costs and expenses of the construction work and improvements described above. The map is entitled BOUNDARY OF PROPOSED ASSESSMENT DISTRICT NO. 19-4 and was previously approved by the City Council and is on file with the City Engineer of the City. For all particulars as to the boundaries of the Assessment District, reference is hereby made to the boundary map.

COST OF IMPROVEMENTS

The total cost of the improvements to be assessed to the property within the boundaries of the Assessment District, including incidentals, contingencies and financing costs is estimated to be:

\$7,255,000.00

PROPOSED ASSESSMENTS

The amount of the assessments proposed to be chargeable to the entire Assessment District is equal to the Cost of the Improvements set forth in the preceding paragraph. The amount of the assessment proposed to be charged against the record owner or property that you own within the Assessment District is shown on the enclosed assessment ballot.

The assessments are proposed to be levied to finance the reasonable cost of the proportional special benefit conferred on each parcel assessed from the improvements proposed to be constructed. The exact method and formula of spreading the assessment, which is based on (among other things) the zoning criteria and/or size of the property that you own and the benefits from the improved public safety and reliability of service and the neighborhood aesthetic view enhancement, is set forth in the Preliminary Assessment Engineer's Report for the Assessment District, a copy of which is on file with the Public Works Department of the City and available for inspection upon appointment with the Public Works Department of the City.

The assessments may be paid in a lump sum or in installments on your property tax bill over a period presently estimated not to exceed 20 years or until the bonds issued to represent the unpaid assessments are fully paid, whichever occurs first. Based on certain assumptions, the projected annual assessment installment is estimated to be approximately \$65.75 per \$1,000 of assessment. **THIS IS JUST AN ESTIMATE AND IT IS NOT A GUARANTEED OR MAXIMUM AMOUNT. The assessment shown on your ballot is the maximum amount that can be assessed.** The assessment may be reduced if the property owner decides to prepay the assessment prior to the bond sale. The assessment would be reduced approximately by the bond issuance costs of 9% of the assessment amount. The Assessment in this District has only one component. The issuance of the bonds is for the District Formation Assessment to underground the utilities.

PROCEEDINGS AND BONDS

The proceedings for the formation of the Assessment District and the levy of assessments are being undertaken pursuant to a Resolution of the City, the "Municipal Improvement Act of 1913" (Division 12 of the Streets and Highways Code of the State of California), Article XIII D of the Constitution of the State of California, and the Proposition 218 Omnibus Implementation Act. If the City Council approves the formation of the Assessment District and the levy of assessments, a minimum thirty (30) day cash collection period will immediately follow and end on February 14, 2020. During the cash collection period, assessments may be paid in full or in part. Thereafter, bonds will be issued to represent all unpaid Total Underground Utility Assessments. The bonds will be issued in accordance with the "Improvement Bond Act of 1915" (Division 10 of said Code) and the interest rate on the bonds shall be determined at the time of their sale. Assessments represented by bonds will be collected in annual installments over time in an amount sufficient to pay the principal of and interest on the bonds. The assessment will not be imposed and the bonds will not be issued if the weighted ballots submitted in opposition to the assessment exceed the weighted ballots submitted in favor of the assessment, with ballots weighted according to the proportional financial obligation of the affected property.

In the event your name is set forth incorrectly on any enclosed ballot or in the event you are no longer the owner or authorized representative of the owner of the parcel represented by the enclosed ballot, please notify the Manhattan Beach City Clerk at (310) 802-5056 as soon as possible.

**CERTIFICATE OF SUFFICIENCY OF PETITION
FOR ASSESSMENT DISTRICT NO. 19-4**

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF MANHATTAN BEACH

The undersigned hereby CERTIFIES as follows:

That I, Liza Tamura, am the duly appointed CITY CLERK of the CITY OF MANHATTAN BEACH, CALIFORNIA (the "City").

That in 2018, the Senior Civil Engineer of the City (the "Engineer") reviewed a Petition (the "Petition") for the formation of an Assessment District for certain public works of improvement, together with appurtenances, appurtenant work and acquisition, where necessary, in a special assessment district known and designated as CITY OF MANHATTAN BEACH ASSESSMENT DISTRICT NO. 19-4 (hereinafter referred to as the "Assessment District"), a copy of which is on file in the Office of the City Clerk.

The examination by the Engineer, that was presented to City Council, revealed that said Petition has been signed by property owners representing more than fifty (50%) percent of the assessable area of lands within the boundaries of the proposed Assessment District, all as prescribed by Sections 5896.5 *et seq.* of the Streets and Highways Code of the State of California. More specifically, the Petition indicated that approximately 53.0% of property owners were in favor of forming the Assessment District.

The undersigned hereby further specifically certifies as follows:

1. The Petition was examined by the Engineer and said examination revealed that said Petition was signed by not less than five (5) owners of assessable land in the proposed Assessment District as shown by the last equalized assessment roll used by the City at the time of the Petition, owning lands constituting more than fifty (50%) of the area of all assessable lands within the proposed Assessment District.

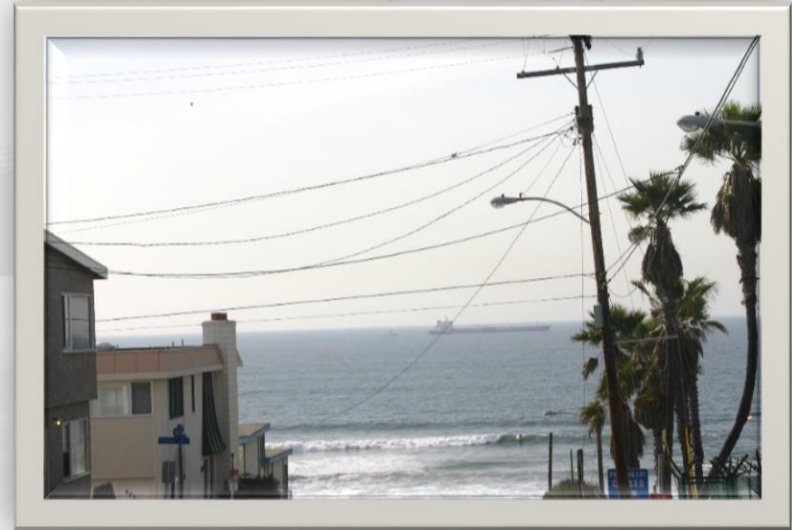
Executed this 13th day of November, 2019, at Manhattan Beach, California.



CITY CLERK
CITY OF MANHATTAN BEACH

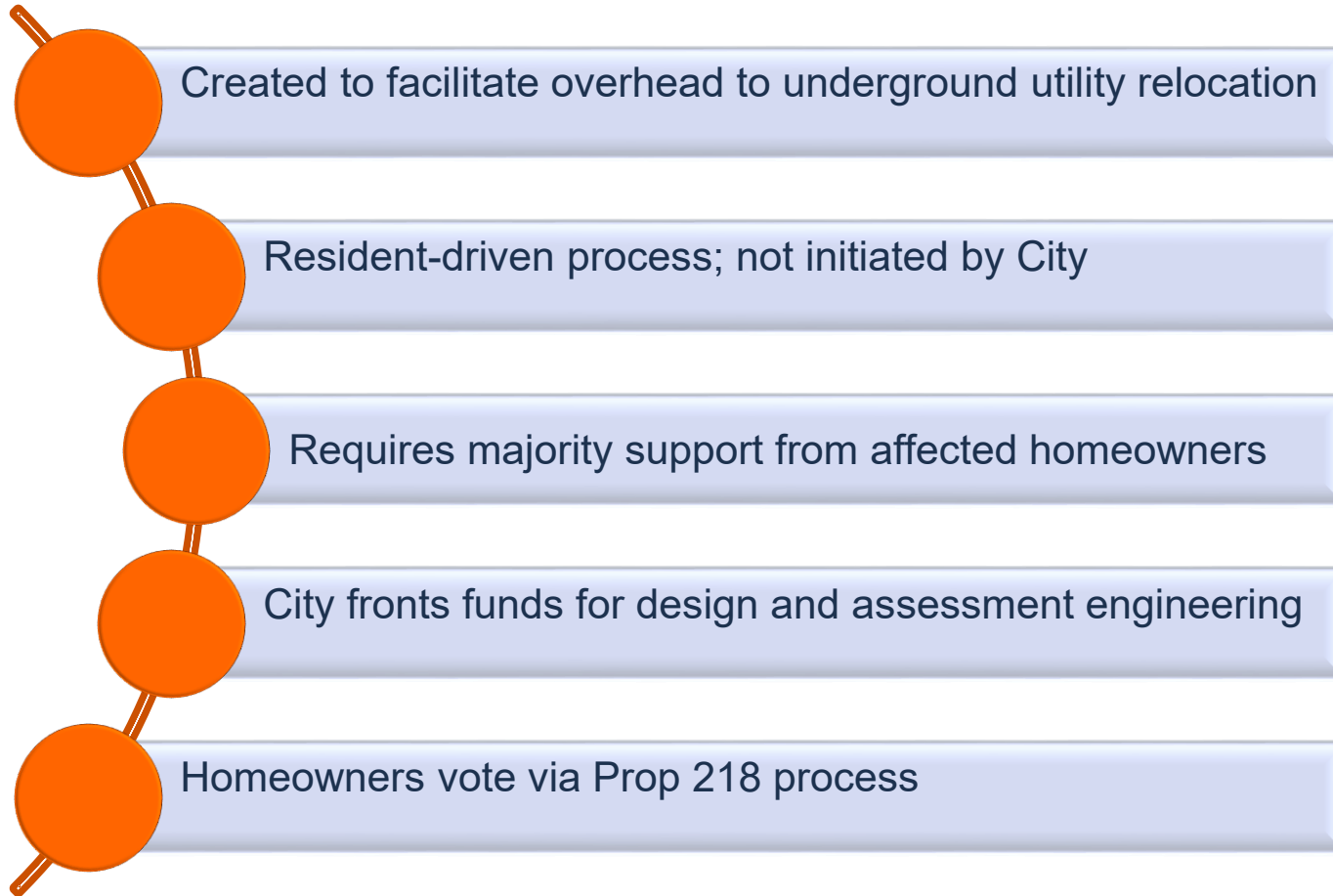
Utility Undergrounding District Formation Procedures

District 4



Stephanie Katsouleas, Public Works Director
Prem Kumar, City Engineer
Anastasia Seims, Senior Civil Engineer

UUAD Program Overview



UUAD Districts (to date)

Completed

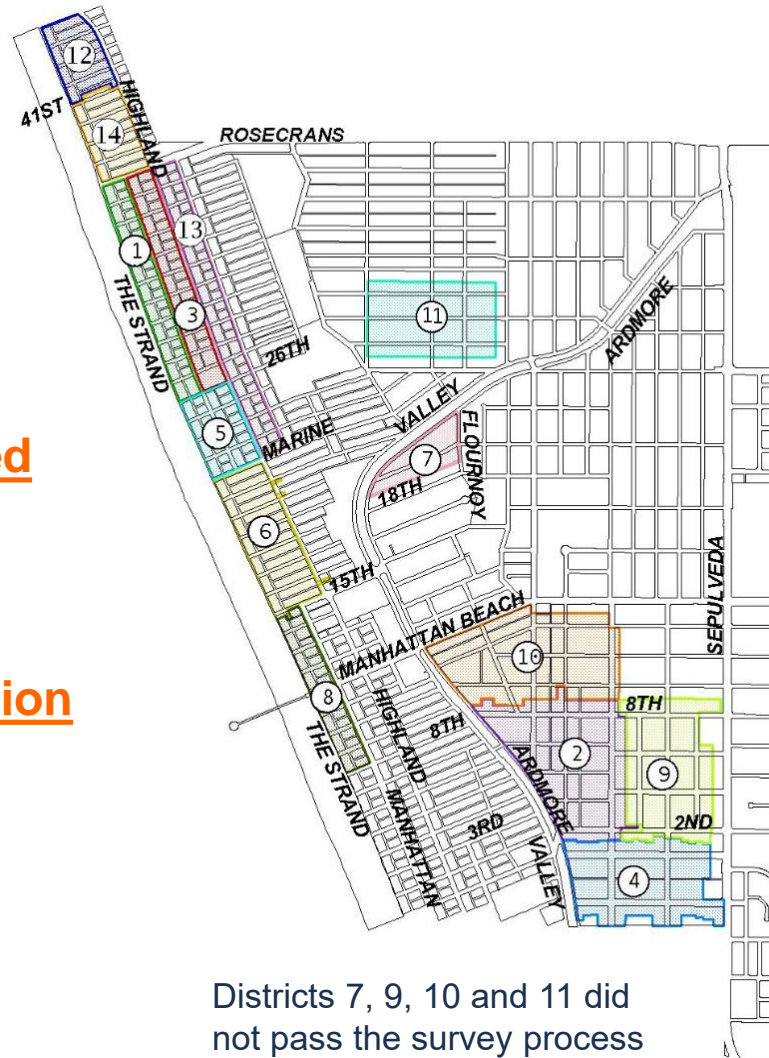
- District 1
- District 2
- District 3
- District 5
- District 6

Recently Approved

- District 12
- District 14

Under Consideration

- District 4



Districts 7, 9, 10 and 11 did not pass the survey process

Future Districts*

- Former District 8
- Former District 13
- District A
- District B
- District C
- District D
- District E
- District F

* Future proposed districts are given a letter until they pass the survey process, at which time they are assigned a number.

District 4 – General Boundaries

Boundary Pl. to 1st St.
Ardmore Ave. to Sepulveda Blvd.
167 Parcels



District 4 Background

- 2017** City Council approved request among District 15 property owners to allow the District to expand its boundaries back to former District 4.
- 2017** City Council approved District 4's request to proceed immediately with design and assessment engineering, paid by District 4 homeowners.
- 2018** Plan designs underway (mid-2018).
- 2019** Plans completed by all three utilities (July, 2019).

Preparing for Prop 218 Voting

September 12, 2019

Public meeting held to review construction drawings

September 23, 2019


Comment period ended

November 12, 2019

Preliminary Assessment Engineers Report drafted and finalized

November 19, 2019

Initiate Prop 218 vote



City of Manhattan Beach
Department of Public Works
Engineering Division

3621 Bell Avenue, Manhattan Beach, CA 90266
Phone: (310) 802-5353 Fax: (310) 802-5351 TDD: (310) 546-3501

August 15, 2019

NOTICE OF PUBLIC MEETING
Underground Utility Assessment District 4


Ardmore Ave. to Sepulveda Blvd. from Boundary Pl. to 2nd St.

Meeting Date and Time:



Thursday, September 12, 2019
6:30 p.m.

MB Police/Fire Conference Rm.
400/420 15th Street
Manhattan Beach, CA 90266

Above Ground Vent Pipes



**Below Ground Structures
Vaults & Hand Holes**



Dear Manhattan Beach Property Owner:

Southern California Edison, Spectrum, and Frontier have finalized their design plans for Underground Utility Assessment Districts 4. The design plans identify the locations of all planned infrastructure for these three utilities, including both above ground and subsurface facilities such as vent pipes, vaults, hand holes and new marbelite streetlights. This notice is to inform you that the City of Manhattan Beach will host a public meeting to provide homeowners in Underground Utility Assessment District 4 an opportunity to:

- 1) Review the construction documents showing all infrastructure planned in the public right-of-way adjacent to each parcel;
- 2) Verify the correct location of each utility stub out in the public right-of-way relative to individual property service panels, and
- 3) Comment on the construction documents both at this meeting and by appointment for 10 days following the meeting. **The comment period closes Monday, September 23, 2019.** All comments provided will be considered, and if appropriate, revisions will be incorporated into the final construction documents that will be bid on the open market, planned to commence in early October, 2019.

We strongly encourage all District 4 homeowners to attend this public meeting. Representatives from the City will be present to answer any questions you may have.

Pursuant to the requirements of Proposition 218, construction will not commence unless at least 50% + 1 of the weighted return ballots from residents within each District are in favor of the assessment and the District is formed. Voting for the assessments will take place once construction bids have been received and the value to be assessed to each parcel has been determined and noticed to residents. The City anticipates receiving construction bids in early November 2019 and initiating the Proposition 218 process in December 2019 (subject to change).

Should you need additional information, please feel free to contact Anastasia Seims at (310) 802-5361 or via email at aseims@citymb.info.

Visit the City of Manhattan Beach website at www.citymb.info

Parcel Assessment

	UUAD 19-4
Number of Parcels	167
Total Assessment	\$7,255,000
Range of per Parcel Assessment	\$28,311 - \$127,343
Average per Parcel Assessment	\$43,443

Assessment Engineer

NV5

Jeffrey M. Cooper, PE

Director of Infrastructure,
NV5, Inc.

Assessment Engineer for Underground Utility
Assessment Districts 19-12 and 19-14

Assessment Methodology

1/3 Aesthetics Benefit	1/3 Safety Benefit	1/3 Reliability Benefit
<ul style="list-style-type: none">• 1/3 of total cost• Improved aesthetics of streetscape• Based on the unique area of each parcel in the District	<ul style="list-style-type: none">• 1/3 of total cost• Enhanced safety by undergrounding utilities• Assumed to benefit all parcels equally	<ul style="list-style-type: none">• 1/3 of total cost• Enhanced reliability by undergrounding utilities• Assumed to benefit all parcels equally

1/3 + 1/3 + 1/3 = Total Parcel Assessment

Preliminary Engineers Report

The Assessment Engineer's Report is legally required and contains the following information:

- Plans and Specifications
- Assessment Methodology
- Cost of Proposed Improvements
- Assessment Roll
- Assessment Diagram/Boundary Map
- Valuation Information



PRELIMINARY ENGINEER'S REPORT FOR UNDERGROUNDING UTILITY -
ASSESSMENT DISTRICT NO. 19-4

PREPARED UNDER THE PROVISIONS OF THE MUNICIPAL IMPROVEMENT ACT OF 1913
CITY OF MANHATTAN BEACH



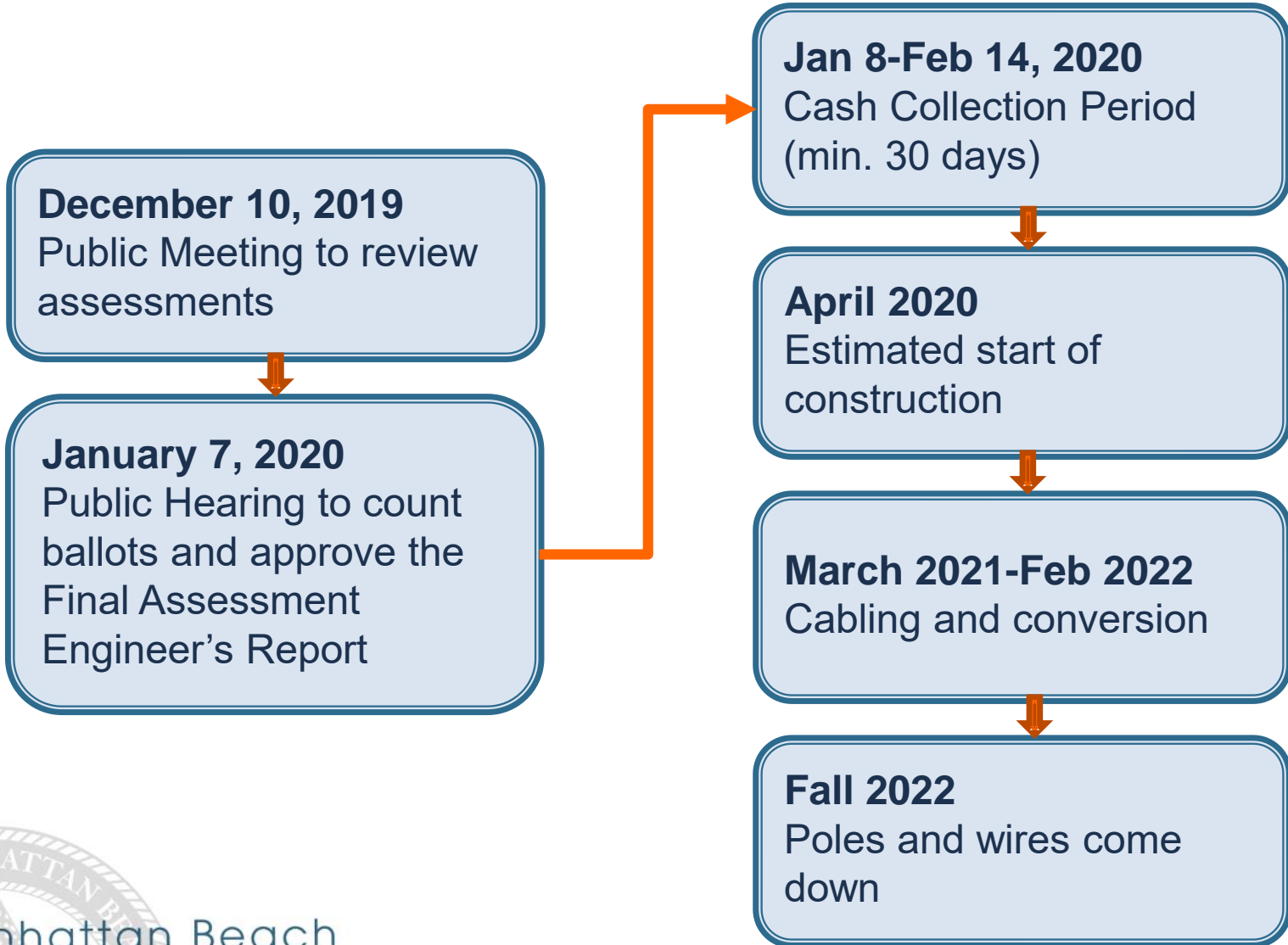
Tonight's Action

Initiate Prop 218 ballot procedures for District 4



1. Adopt two Resolutions:
 - Resolution 19-0103 approving the Resolution of Intention
 - Resolution 19-0104 approving the Preliminary Engineer's Report and setting a Public Hearing for the City Council Meeting of January 7, 2020.
2. Approve Preliminary Assessment Engineer's Report
3. Begin the 45-day voting period

UUAD 4 Next Steps



Questions



Agenda Date: 11/19/2019

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Patrick Griffin, Interim Information Technology Director

SUBJECT:

Enterprise Project Implementation Quarterly Update of 1) Enterprise Resource Planning (ERP) and 2) Land Management System (LMS) Solutions (Interim Information Technology Director Griffin).

RECEIVE REPORT

RECOMMENDATION:

Staff recommends that the City Council receive the quarterly status report regarding implementation of the two enterprise solutions.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action. However, this report discusses projects with fiscal implications previously approved by the City Council.

BACKGROUND:

On July 17, 2018, the City Council approved the purchase of two major software enterprise solutions: 1) Tyler Munis Enterprise Resource Planning (ERP) system, supporting all financial, human resources, and payroll activities; and 2) Tyler EnerGov Land Management System (LMS) supporting planning, permitting, inspection, and code enforcement activities. During that meeting, the City Council requested quarterly updates on the implementation of both projects to ensure they remain on target and within budget. Prior project updates were provided to the City Council on January 2, 2019, and May 7, 2019.

DISCUSSION:

Munis Enterprise Resource Planning (ERP) Software

After the City Council approved the project on July 17, 2018, the contract documents were processed and the project was started. An internal project launch to establish project teams and

begin initial work was held in August 2018, and the official Tyler project kickoff meeting took place in October 2018.

Since project launch, Information Technology (IT) and Finance departments have been meeting weekly to address project milestones, deliverables, and requirements. Several major activities have been completed including development of a revised Chart of Accounts, establishment of user roles and permissions, configuration of the new system, and significant training in the various modules of the financial system. In addition, Finance and IT staff have been working closely with Tyler to convert data from the City's existing financial system (Eden) to the new system. In October 2019, the Finance Department completed a year-end closing process of a prior year, which was completed successfully.

During these activities, staff throughout the organization have been identifying opportunities for business process improvement to increase efficiencies and reduce redundancies in work processes. This has been an ancillary benefit of the project and will help contribute to efficiencies in the processing and reporting of financial data.

Finance and IT continue to move forward with project activities. The City is on schedule to go live with the Financials application of the Tyler Munis software on July 1, 2020. Additionally, project costs remain within budget.

A second major milestone of the Munis software implementation is the Human Resources/Payroll applications. A project kickoff meeting has been scheduled for December 9, 2019, to introduce the City team to the Tyler project team and begin planning for implementation, which is scheduled for January 2021. There is significant work to be done to properly configure the new system and to convert existing data affecting Finance, Human Resources, and IT; thus, the reason for project launch with a thirteen-month timeline.

EnerGov Permitting Solution (Land Management System)

On July 17, 2018, the City Council also awarded a contract to Tyler for the EnerGov Land Management System (LMS) solution. The EnerGov project kickoff meeting took place in January 2019 and was well attended by personnel from several City departments.

City staff meets weekly to discuss project activities and to ensure project milestones are addressed in a timely manner. Several onsite configuration and training sessions have been conducted by Tyler, and City staff from Community Development and IT have been working diligently to ensure the project stays on schedule.

With the arrival of Pat Griffin, Interim IT Director, the implementation schedule for this project was evaluated. The go-live for the EnerGov application is scheduled for January 21, 2020. Initially, the City's intent was to have all functionality active and available on this date, including:

1. Ability to calculate and issue permits;
2. Mobility for field personnel, including in-field access of data and records;
3. Access to a Customer Self Service (CSS) site where applicants can track the status of their projects and complete tasks such as scheduling inspections; and
4. Utilization of electronic plans review, providing the ability for plans to be submitted

electronically and then reviewed and commented on electronically.

Implementing all of these functionalities at one time can be challenging for any organization, and City staff is working diligently to help ensure a successful implementation. However, due to the volume of activities slated to go live on January 21st, staff has determined that a staggered/phased approach across various functional areas will minimize disruption on customer service and make certain that project resources can address issues as they arise during go-live. The staggered approach will provide for more time to ensure that each implementation phase is completed successfully with minimal interruption. It is anticipated that all of the planned departments and divisions will utilize the EnerGov modules by May 2020.

Both projects, Munis and EnerGov, are on schedule and within budget.

CONCLUSION:

Staff recommends that the City Council receive the quarterly status report regarding the implementation of the two enterprise solutions.

PUBLIC OUTREACH:

After analysis, staff determined that public outreach was not required for this issue. After analysis, staff determined that public outreach was not required for this issue.

ENVIRONMENTAL REVIEW:

The City has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that there is no possibility that the activity may have a significant effect on the environment; therefore, pursuant to Section 15061(b)(3) of the State CEQA Guidelines the activity is not subject to CEQA; thus no environmental review is necessary.

LEGAL REVIEW:

The City Attorney has reviewed this report and determined that no additional legal analysis is necessary.

ATTACHMENT:

1. PowerPoint Presentation

ENTERPRISE PROJECT IMPLEMENTATION QUARTERLY UPDATE

Munis Enterprise Resource Planning Project

Project is on Schedule and Within Budget

Major Upcoming Milestones

- July 2020 - Financials Go Live
- December 2020 – Business License Go Live
- January 2021 – Payroll / Human Resources Go Live
- July 2021 – Asset Management Go Live
- June 2022 – Utility Billing Go Live

EnerGov Land Management System Project

Project is on Schedule and Within Budget

Major Upcoming Milestones

- January 2020 – Go Live for Building, Traffic, Fire, Code Enforcement, Public Works
- March 2020 – Go Live for Parks & Recreation, Police
- May 2020 – Go Live for Planning

Agenda Date: 11/19/2019

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Liza Tamura, City Clerk

Martha Alvarez, Senior Deputy City Clerk

Patricia Matson, Deputy City Clerk

SUBJECT:

Agenda Forecast (City Clerk Tamura).

DISCUSS AND PROVIDE DIRECTION

RECOMMENDATION:

Attached is the most recent Agenda Forecast for City Council Review

November 13, 2019 Agenda Forecast

TENTATIVE DRAFT – SUBJECT TO CHANGE
**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
 INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

CEREMONIAL	CONSENT	PUBLIC HEARING	GENERAL BUSINESS	CITY COUNCIL	INFORMATIONAL
------------	---------	----------------	------------------	--------------	---------------

12/3/2019	Regular Meeting – 6:00 PM Tuesday
Deadlines	Finance – 10/22 City Manager – 10/29 City Attorney – 11/5 City Manager – 11/19 Packet – 11/27
	Pledge – Robinson Elementary School National Anthem – Mira Costa High School Choir
19-0404	1. Recognition to Detective Don Brown for Receiving the 2018 Land Interdiction and Apprehension Award in Washington, D.C. (Ceremonial)
19-0462	2. City Council Minutes (City Clerk Tamura) (Consent)
19-0433	3. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
19-0415	4. Consider Adopting a Resolution Approving a Five-Year Agreement with Vital Medical Services for On-Call Non-Emergency Medical Services for In-Custody Arrestees for an Amount Not-to-Exceed \$290,000 (Police Chief Abell) (Consent)
19-0447	5. Consider Accepting the Mobile Source Air Pollution Reduction Review Committee (MSRC) Local Government Partnership Program Grant in the Amount of \$50,000 and Appropriate Funds (Public Works Director Katsouleas) (Consent)
19-0470	6. Consider Adopting a Resolution Approving Amendment No. 1 to the Professional Design Services Agreement with Pacific Advanced Civil Engineering, Inc. (PACE) for the Larsson Street Booster Pump Station Upgrade Project for \$149,810 (Public Works Director Katsouleas) (Consent)
19-0458	7. Consider Adopting an Ordinance Amending Manhattan Beach Municipal Code Chapter 7.28 – Undergrounding of Public Utility Facilities (Public Works Director Katsouleas) (Consent)
19-0459	8. Accept as Complete the Manhattan Avenue and Highland Avenue Pavement Rehabilitation and Curb Ramp Improvements Project by All American Asphalt (Public Works Director Katsouleas) (Consent)
19-0113	9. Accept as Complete the State-Legislated Safe Route to School (SR2S) Cycle 10 Pedestrian Safety Improvements Project by Select Electric, Inc. (Public Works Director Katsouleas) (Consent)
19-0471	10. Consider Awarding RFP No. 1176-19 to --- Approving a Five-Year Lease Agreement for Multifunction Devices with an Estimated Value of \$--- (Interim Information Technology Director Griffin) (Consent)
19-0465	11. Update on Wifi at Metlox (Information Technology Director Griffin) (Consent)
NO REPORT	12. Consider Adopting a Resolution Considering a Use Permit to Allow an Office Use on the Ground Floor of a Building Previously Occupied by a Bank at 1419 Highland Avenue (Zebrowski) (Interim Community Development Director Gibson) (Public Hearing)
19-0457	13. Consider Introducing an Ordinance to Prohibit the Sale of Tobacco in the City (City Attorney Barrow) (General Business)
19-0423	14. Consider Modification of Eliminating Construction Hours on Saturday (Interim Community Development Director Gibson) (General Business)
NO REPORT	15. Consider the Parking and Public Improvements Commission Recommendation to Incorporate Proposed Crosswalk Enhancements Into New or Ongoing Projects as Part of the City’s Capital Improvements Plan and Pursue Funding Opportunities (Interim Community Development Director Gibson) (General Business)
19-0405	16. Consider City Hall and Other Municipal Facilities Security Enhancement Measures (Police Chief Abell, Human Resources Jenkins and Public Works Director Katsouleas) (General Business)
NO REPORT	17. Quarterly Update on Fiscal Year 2019-2020 City Council Work Plan (City Manager Moe) (General Business)
NO REPORT	18. Agenda Forecast (Informational)
	19. Planning Commission Quasi-Judicial (Interim Community Development Director Gibbons) (Informational)

TENTATIVE DRAFT – SUBJECT TO CHANGE
**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
 INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

CEREMONIAL	CONSENT	PUBLIC HEARING	GENERAL BUSINESS	CITY COUNCIL	INFORMATIONAL
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12/17/2019	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 11/5 City Manager – 11/12 City Attorney – 11/19 City Manager – 12/3 Packet – 12/10
	Pledge and National Anthem
19-0406	1. City Council Minutes (City Clerk Tamura) (Consent)
19-0463	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. CAFR Report (Finance Director Charelian) (Consent)
19-0360	4. Consider Adopting Resolution No. 19--- Awarding a Contract to Vigilant Solutions for License Plate Reader (LPR) Cameras and Installation for an Amount Not-to-Exceed \$140,000 (Police Chief Abell) (Consent)
19-0461	5. Consider: 1) Awarding a Construction Contract to PALP, Inc. dba Excel Paving Company for the Street Resurfacing – Cycle 1 Project for \$--- in Response to Request for Proposals (RFP_ No. 1213-20); 2) Authorizing the City Manager to Execute the Agreement; 3) Authorizing the City Manager to Approve Additional Work, if Necessary, for up to \$---; and 4) Approving the Plans and Specifications for the Project (Public Works Director Katsouleas) (Consent)
	6. Agreement for Water Main Flushing (Public Works Director Katsouleas) (Consent)
	7. Information on a Possible Pilot Program for Beach Buggies (City Manager Moe) (General Business)
19-0290	8. Consider Adopting a Resolution Amending the Conflict of Interest Code for the City of Manhattan Beach; and Consider Adopting a Resolution Approving a Conflict of Interest Code for the Manhattan Beach Capital Improvement Corporation (City Manager Moe and City Attorney Barrow) (Consent)
19-0437	9. Consider Introduction of Ordinance No. 19--- Prohibiting Use of City Facilities for Campaign Events and Use of City Resources for Non-City Purposes, and Provide Direction on the Elections Policy (City Attorney Barrow and City Clerk Tamura) (General Business)
19-0469	10. Consider an Agreement with the Downtown Manhattan Beach Business Professional Association (DMBBPA) dba: Manhattan Beach Certified Farmer’s Market (MBCFM) for the Management of a Certified Farmer’s Market and Utilization of City Property and Right-of-Way (Finance Director Charelian) (General Business)
19-0448	11. Consider Adopting an Urgency Ordinance Establishing Additional Regulations for Accessory Dwelling Units (ADU’s) Consistent with New State Requirements (Interim Community Development Director Gibson) (General Business)
	12. Items to be Considered to Beautify the Downtown Area (Public Works Director Katsouleas) (General Business)
19-0393	13. Receive a Presentation on What Measures Other Cities Have Implemented to Enhance Pedestrian Safety and Provide Direction to Staff on Next Steps (Public Works Director Katsouleas) (General Business)
19-0449	14. Consider Funding Options for CalPERS Pension Liabilities (Finance Director Charelian) (General Business)
19-0407	15. Agenda Forecast (Informational)
01/06/2020	<i>Parks and Recreation Commission, Cultural Arts Commission and Library Commission Joint Meeting – 6:00 PM Monday</i>
	Pledge –

TENTATIVE DRAFT – SUBJECT TO CHANGE
**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
 INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

CEREMONIAL	CONSENT	PUBLIC HEARING	GENERAL BUSINESS	CITY COUNCIL	INFORMATIONAL
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01/07/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>	
Deadlines	City Manager – 11/26 Finance – 12/3 City Attorney – 12/10 City Manager – 12/24 Packet – 12/31	
19-0464	Pledge and National Anthem	
	1. City Council Minutes (City Clerk Tamura) (Consent)	
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)	
	3. Digital Media Package Proposal Submitted by Manhattan Village Shopping Center (Interim Community Development Director Gibson) (Public Hearing)	
	19-0157	4. Conduct Public Hearing Regarding Ordinance No. 19-0010 Updating the Tree Ordinance (Public Works Katsouleas) (Public Hearing)
	19-0147	5. Conduct Public Hearing for Consideration of Amendments to the Municipal Code and Local Coastal Program (LCP) Related to Residential Regulations for Location of Air Conditioning Units (Interim Community Development Director Gibson) (Public Hearing)
	19-0414	6. Update on Donation Program Policy and Options (Parks and Recreation Director Leyman) (General Business)
	19-0340	7. Consider Approval of New Mural Artist and Locations and Allocate Public Art Trust Funds (Parks and Recreation Director Leyman) (General Business)
	19-0413	8. Approve Updated Banner Policy (Parks and Recreation Director Leyman) (General Business)
	9. Agenda Forecast (Informational)	
01/15/2020	<i>Planning Commission and Parking and Public Improvements Commission Joint Meeting – 6:00 PM Wednesday</i>	
	Pledge –	
01/21/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>	
Deadlines	City Manager – 12/10 Finance – 12/17 City Attorney – 12/24 City Manager – 1/7 Packet – 1/15	
19-0353	Pledge	
	National Anthem – Mira Costa High School Band	
	1. Recognition to Jeanne Hendricks from MBCERT for Providing CPR Training to Over 1,000 Individuals in Manhattan Beach (Ceremonial)	
	2. City Council Minutes (City Clerk Tamura) (Consent)	
	3. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)	
	4. Agenda Forecast (Informational)	
02/04/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>	
Deadlines	City Manager – 12/24 Finance – 12/31 City Attorney – 1/7 City Manager – 1/21 Packet – 1/29	
	Pledge – Manhattan Beach Middle School	
	National Anthem – Manhattan Beach Middle School Band	
	1. City Council Minutes (City Clerk Tamura) (Consent)	
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)	
	3. Agenda Forecast (Informational)	
02/18/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>	
Deadlines	City Manager – 1/7 Finance – 1/14 City Attorney – 1/21 City Manager – 2/4 Packet – 2/12	
	Pledge and National Anthem	
	1. City Council Minutes (City Clerk Tamura) (Consent)	
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)	
	3. Agenda Forecast (Informational)	

TENTATIVE DRAFT – SUBJECT TO CHANGE
FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS

CEREMONIAL

CONSENT

PUBLIC HEARING

GENERAL BUSINESS

CITY COUNCIL

INFORMATIONAL

03/03/2020	<i>Regular Meeting – 6:00 PM Tuesday – City Council Reorganization Mayor Montgomery/Mayor Pro Tem Hadley</i>
Deadlines	City Manager – 1/21 Finance – 1/28 City Attorney – 2/4 City Manager – 2/18 Packet – 2/26
	Pledge – Mira Costa High School
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
03/17/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 2/4 City Manager – 2/11 City Attorney – 2/18 City Manager – 3/3 Packet – 3/11
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Park Master Plan (Parks and Recreation Director Leyman) (General Business)
	4. Agenda Forecast (Informational)
04/07/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 2/25 City Manager – 3/3 City Attorney – 3/10 City Manager – 3/24 Packet – 4/1
	Pledge –
	1. Proclamation Declaring the Month of April, 2019, as Earth Month (Ceremonial)
	2. Recognition to Manhattan Beach’s Certified Green Businesses (Ceremonial)
	3. Proclamation Declaring the Month of April, 2019, as DMV/Donate Life California Month (Ceremonial)
	4. City Council Minutes (City Clerk Tamura) (Consent)
	5. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	6. Agenda Forecast (Informational)
04/21/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 3/10 City Manager – 3/17 City Attorney – 3/24 City Manager – 4/7 Packet – 4/15
	Pledge – Pennekamp Elementary School
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
04/28/2020	<i>Boards and Commissions Interviews – TMD Tuesday</i>
	Pledge –
05/05/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 3/24 City Manager – 3/21 City Attorney – 4/7 City Manager – 4/21 Packet – 4/29
	Pledge – Grand View Elementary School
	1. Proclamations for the Month of May: (Ceremonial)
	a) Declaring May 2019 as National Fire Services Day
	b) Declaring May 2019 as National Municipal Clerks Week
	c) Declaring May 2019 as National Peace Officers Memorial Day
	d) Declaring May 2019 as International Firefighters Appreciation Day
	e) Declaring May 2019 as National Public Works Week
	f) Declaring May 2019 as National Building Safety Month
	g) Declaring May 2019 as National Older Americans Month
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	4. Appointments to City Boards and Commissions (City Clerk Tamura) General Business)
	5. Agenda Forecast (Informational)

TENTATIVE DRAFT – SUBJECT TO CHANGE
**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
 INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

CEREMONIAL	CONSENT	PUBLIC HEARING	GENERAL BUSINESS	CITY COUNCIL	INFORMATIONAL
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05/19/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 4/7 City Manager – 4/14 City Attorney – 4/21 City Manager – 5/5 Packet – 5/13
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
06/02/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 4/21 City Manager – 4/28 City Attorney – 5/5 City Manager – 5/19 Packet – 5/27
	Pledge – Pacific Elementary School
	1. Public Safety Recognition (Ceremonial) a) Police Officer of the Year b) Medal of Valor Recipients
	2. Recognition to Outgoing Commissioners (Ceremonial)
	3. City Council Minutes (City Clerk Tamura) (Consent)
	4. Conduct Public Hearing to Consider the Fiscal Years Capital Improvement Plan (Public Works Director Katsouleas) (Public Hearing)
	5. Conduct Public Hearing Regarding the Adoption/Approval of Two-Year Operating Budget and Establishing an Appropriation Limit (Finance Director Charelian) (Public Hearing)
	6. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	7. Agenda Forecast (Informational)
06/16/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 5/5 City Manager – 5/12 City Attorney – 5/19 City Manager – 6/2 Packet – 6/10
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
07/07/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 5/26 City Manager – 6/2 City Attorney – 6/9 City Manager – 6/23 Packet – 7/1
	Pledge –
	1. Proclamation Declaring July 2019 as Parks and Recreation Month (Ceremonial)
	6. City Council Minutes (City Clerk Tamura) (Consent)
	7. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	8. Resolution Adopting the 2020 Conflict of Interest Code (City Clerk Tamura) (Consent)
	9. Agenda Forecast (Informational)
07/21/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 6/9 City Manager – 6/16 City Attorney – 6/23 City Manager – 7/7 Packet – 7/15
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Report on Police and Fire Software Updates and Solutions (Dispatch, Database, CAD and Emergency Notification System) (Police Chief Abell and Fire Chief Drum) (General Business)
	4. Agenda Forecast (Informational)

TENTATIVE DRAFT – SUBJECT TO CHANGE
**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

CEREMONIAL	CONSENT	PUBLIC HEARING	GENERAL BUSINESS	CITY COUNCIL	INFORMATIONAL
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08/04/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 6/23 City Manager – 6/30 City Attorney – 7/7 City Manager – 7/21 Packet – 7/29
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
08/18/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 7/7 City Manager – 7/14 City Attorney – 7/21 City Manager – 8/4 Packet – 8/12
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
09/01/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 7/21 City Manager – 7/28 City Attorney – 8/4 City Manager – 8/18 Packet – 8/26
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
09/15/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 8/4 City Manager – 8/11 City Attorney – 8/18 City Manager – 9/1 Packet – 9/9
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
10/06/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 8/25 City Manager – 9/1 City Attorney – 9/8 City Manager – 9/22 Packet – 9/30
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
10/20/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 9/8 City Manager – 9/15 City Attorney – 9/22 City Manager – 10/6 Packet – 10/14
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
11/04/2020	<i>Regular Meeting – 6:00 PM Wednesday (General Municipal Elections on November 3, 2020)</i>
Deadlines	Finance – 9/22 City Manager – 9/29 City Attorney – 10/6 City Manager – 10/20 Packet – 10/28
	Pledge –
	1. Proclamation Declaring November 2020 as National Caregivers Month (Ceremonial)
	2. Recognition to the Winners of the 2020 Fire Department Annual “Home Escape Plan” (Ceremonial)
	3. City Council Minutes (City Clerk Tamura) (Consent)
	4. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	5. Agenda Forecast (Informational)

TENTATIVE DRAFT – SUBJECT TO CHANGE
FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS

CEREMONIAL	CONSENT	PUBLIC HEARING	GENERAL BUSINESS	CITY COUNCIL	INFORMATIONAL
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11/17/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 10/6 City Manager – 10/13 City Attorney – 10/20 City Manager – 11/3 Packet – 11/11
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
12/01/2020	<i>Regular Meeting – 6:00 PM Tuesday – City Council Reorganization Mayor Hadley/Mayor Pro Tem Stern</i>
Deadlines	Finance – 10/20 City Manager – 10/27 City Attorney – 11/3 City Manager – 11/17 Packet – 11/25
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
12/15/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 11/3 City Manager – 11/10 City Attorney – 11/17 City Manager – 12/1 Packet – 12/9
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)

TENTATIVE DRAFT – SUBJECT TO CHANGE**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

CEREMONIAL

CONSENT

PUBLIC HEARING

GENERAL BUSINESS

CITY COUNCIL

INFORMATIONAL

INFORMATIONAL MEMOS

Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
2/19/19	City Council	CD	Information on the Use of Single-Use Plastic Bottles at City Events and Facilities	TBD
WP 3/9/18	HR Director	HR	Comprehensive Update of Personnel Rules, Policies and Procedures Handbook	TBD
7/17/18	City Council	CD	Receive and File Update on Ridership for Beach Cities Transit Line 109	TBD

CITY COUNCIL REQUESTS

Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
WP 3/9/18	City Clerk	CC IT	Update on Centralized Citywide Contract Management Systems	TBD
2/5/19	Montgomery	MS	Information on Opt-In Insurance Program (Homeline Service Warranty)	TBD
5/21/19	City Council	MS	Report on Leadership Manhattan Beach	TBD
5/21/19	Napolitano	CD	Report on Landscaping Electric Tools as Recommended by the Sustainability Task Force	Q2 2020
		PR	Consider Approving the MOU Associated with Catalina Classic Paddleboard Race Bronze Sculpture	TBD
6/5/19	City Manager	MS	Information on Purchasing Beds in a Homeless Facility	TBD
7/2/19	City Council	PW	Discuss Ground Pavement Lighting Near Joslyn Community Center	TBD
8/6/19	Napolitano	CD	Review Recommendations by the Sustainability Task Force Regarding Energy Efficiency Standards	Q2 2020
8/6/19	Napolitano	CD	Review Recommendations by the Sustainability Task Force Regarding Expanding Runoff Requirements to Zero Discharge for Private Properties	Q2 2020
9/17/19	Hersman Stern	CC	Review the Mayor's Youth Council Program	TBD
9/17/19	Hersman	CC	Review the City's Existing Task Forces	TBD
10/15/19	Napolitano	MS	Draft Letter from Utility Service Partners Private Label, Inc. Regarding the City's Non-Endorsement	TBD
	Comm Dev Director	CD	Encroachments Discussions	TBD

TENTATIVE DRAFT – SUBJECT TO CHANGE
**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
 INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**



FUTURE MEETINGS TO BE SCHEDULED

Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
		CC	Joint Meeting with Manhattan Beach Unified School Districts	TBD
8/6/19	City Council	CM	Tri-City Submit with City of Redondo Beach and Hermosa Beach to Discuss Homeless Grant	TBD
9/17/19	Hersman	CM	Fire Feasibility Study Session	10/02/19
9/25/19	City Council	PW	Fiber Master Plan Study Session	TBD

Please note that all items with “**WP**” indicate that the item was added at the March 9, 2018, City Council – Work Plan Meeting

Agenda Date: 11/19/2019

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Jeffrey W. Gibson, Interim Community Development Director

SUBJECT:

Recent Planning Commission Quasi-Judicial Decisions:
Use Permit and Vesting Tentative Parcel Map for 1446 12th Street, and Separate Use Permit and Vesting Tentative Parcel Map for 1450 12th Street (Interim Community Development Director Gibson).

INFORMATION ITEM ONLY

On November 13, 2019 (after the posting of the November 19, 2019 City Council agenda), the Planning Commission considered the item described below. **In the event the Commission takes action on the item, staff will inform the Council of the decision no later than Monday, November 18, 2019.**

Use Permit and Vesting Tentative Parcel Map for Three New Residential Condominium Units Located at 1446 12th Street and a Separate Use Permit and Vesting Tentative Parcel Map for Three New Residential Condominium Units located at 1450 12th Street (Manhattan Construction, LLC)

On February 12, 2019, the City received an application requesting a Use Permit and Vesting Tentative Tract Map for a three-unit residential condominium development at 1446 12th Street, and a separate application requesting a Use Permit and Vesting Tentative Tract Map for a three-unit residential condominium development on the adjacent property at 1450 12th Street. The Planning Commission held a public hearing on October 23, 2019 and continued the hearing to November 13th.

At the October 23rd meeting, a neighbor expressing concern about privacy, rear retaining wall access, and how the proposed accessory structure in the rear of 1446 12th Street affects the neighbor's property. The Commissioners discussed how the projects fit into the City's housing

obligations, and also discussed the projects' different design elements and the neighbor's concerns. The Commissioners asked Staff to return to the November 13, 2019 Planning Commission hearing with modified resolutions containing conditions addressing General Plan Housing Element findings and the neighbors design concerns. The Commission held the continued public hearing, discussed and adopted the revised resolutions on November 13th.

Link to the Planning Commission Staff Report:

http://cms6ftp.visioninternet.com/manhattanbeach/commissions/planning_commission/2019/20191113/20191113-2.pdf

STAFF'S RECOMMENDATION: APPROVE PROJECT WITH CONDITIONS

Planning Commission quasi-judicial decisions can be called up for review by any two Councilmembers or appealed by any member of the public within 15 days of the decision. The appeal period for this item ends on Thursday, November 28, 2019, however City Hall is closed on November 28th and 29th for the Thanksgiving Holiday, as well as Saturday and Sunday, so the appeal period is extended until Monday, December 2nd. For all requests for review, it shall be presumed that the reason for the request is that the decision may have significant and material effects on the quality of life within the City, or that the subject matter of the decision may have Citywide importance warranting review and determination by City's elected officials. Bias shall not be presumed or inferred due to a request for review.