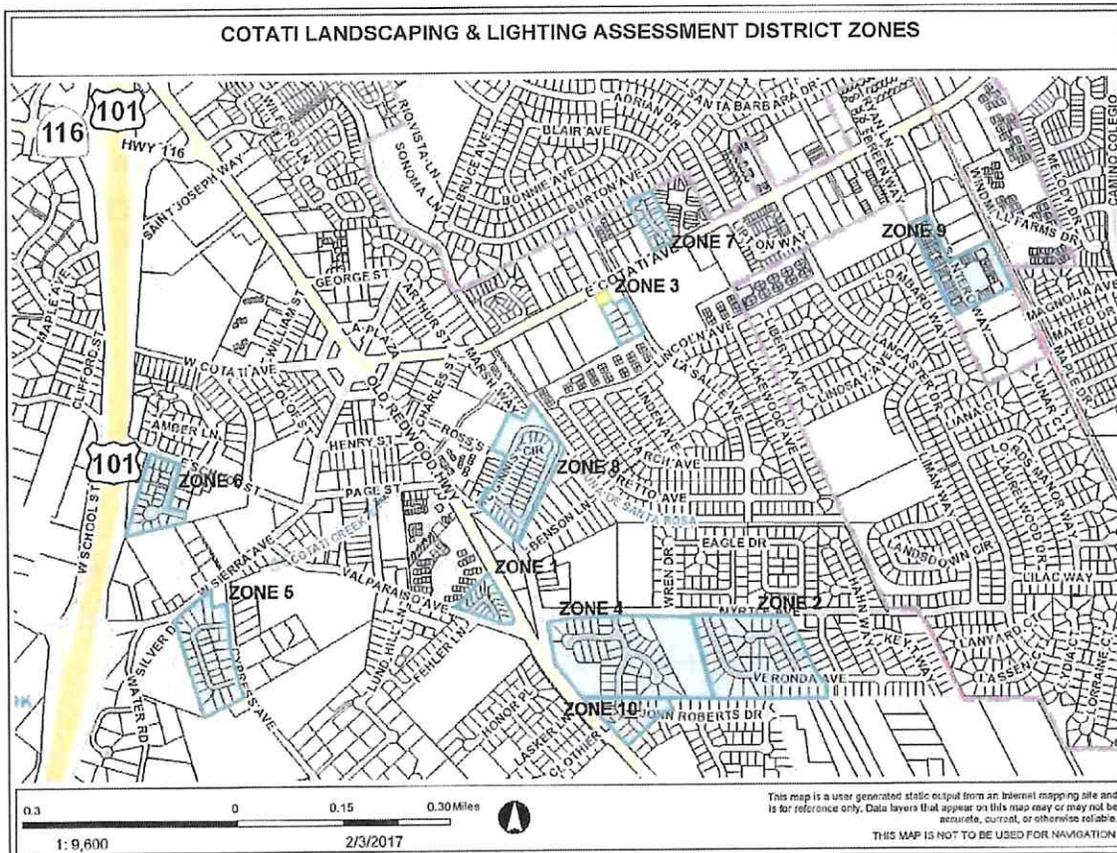




# Annual Engineer's Report City of Cotati Landscaping and Lighting Assessment District for Fiscal Year 2019-20

Final  
June 2019

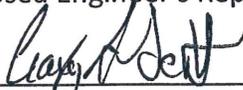


Prepared By:  
Craig A. Scott, PE, Director of Public Works/City Engineer  
Brittany Bober, Administrative Analyst

FY 2019-20

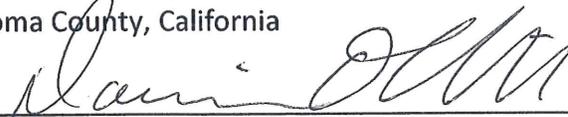
**City of Cotati Landscaping and Lighting Assessment District  
(Pursuant to the Landscaping and Lighting Act of 1972)**

The undersigned respectfully submits, as directed by the City Council on February 12, 2019, the enclosed Engineer's Report on the 28 day of May, 2019.

By:   
Craig A. Scott, PE

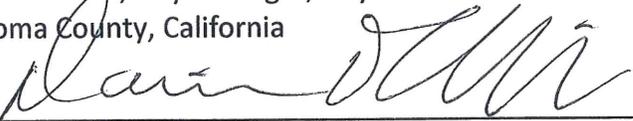
I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Diagrams thereto attached was filed with the City on the 28 day of May, 2019.

Damien O'Bid, City Manager, City of Cotati  
Sonoma County, California

By: 

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Diagrams thereto attached was approved and confirmed by the City Council of the City of Cotati, California, on the 25 day of June 2019.

Damien O'Bid, City Manager, City of Cotati  
Sonoma County, California

By: 

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and the Assessment Diagram thereto attached, was filed with the County Auditor of the County of Sonoma on the 31<sup>st</sup> day of July, 2019.

Damien O'Bid, City Manager, City of Cotati  
Sonoma County, California

By: 

## **FY 2019-20 ANNUAL ENGINEER'S REPORT**

### **CITY OF COTATI LANDSCAPING & LIGHTING ASSESSMENT DISTRICT** (Pursuant to the Landscaping & Lighting Act of 1972)

#### **FY 2019-20 Annual Assessment**

Craig A. Scott, Engineer of Work for the City of Cotati Landscaping & Lighting Assessment District, City of Cotati, Sonoma County, California, prepares this annual Engineer's Report, as directed by the City Council of the City of Cotati, pursuant to Section 22620 of the Streets & Highways Code (Landscaping & Lighting Act of 1972) for the Cotati Landscaping and Lighting Assessment District for Fiscal Year 2019-20.

#### **Background**

The ten Cotati Landscaping and Lighting Assessment Districts ("Districts") were initially formed by the City from 1989 to 2003 in accordance with the Landscaping and Lighting Act of 1972 ("Landscaping and Lighting Act") to pay for costs associated with maintaining landscaping and streetlights within developments. Fiscal Year 2017-18's annual assessment process was combined with the action of consolidating the ten District's into one District to simplify the process and reduce administration costs. The City now has a single District with ten individual "Zones" each having retained their identical and separate characteristics.

The ten zones consist of the following subdivisions: Valparaiso Vista (Zone 1), Quail Hollow IV (Zone 2), Sommers (Zone 3), Macklin I (Zone 4), Sierra Meadows (Zone 5), Oak Knolls (Zone 6), Garden Gate (Zone 7), Park Meadows (Zone 8), Santero Way Developments (Zone 9), and Altman Acres (Zone 10). Under California State law, the City is required to hold a public hearing annually to set the assessment rates for the following year for each assessment zone.

Pursuant to the provisions of the Landscaping & Lighting Act of 1972, an annual Engineer's Report must be prepared and filed with the City in order to levy and collect assessments on any following fiscal year. Annually, the City Council directs the City Engineer to prepare and file the Engineer's Report on the Landscape and Lighting Assessment District to establish assessment zone rates. Once the preliminary Engineer's Report has been filed, the City Council can then adopt a Resolution of Intention to levy and collect annual assessments for FY 2019-20, the preliminary approves the filed annual Engineer's Report and sets the time and date of the public protest hearing. The Engineer's Report outlines the proposed budgets, assessments, improvements, and changes to the zones within the Assessment District. These budgets/costs are updated with each subsequent annual Engineer's Reports as required by the 1972 Act.

To take annual inflation into account, four of the assessment zones have an inflation adjuster (Zones 7, 8, 9 and 10). The annual assessment for these Zones is to be adjusted by the change in the San Francisco Construction Cost Index (CCI) over the previous twelve month period. The adjustment for FY 19/20 is therefore 0.8 percent. Applying this rule to the initial assessment and the CCI at the time the Assessment Zone was formed, results in the maximum assessment that can be charged without holding a protest vote. An annual CCI adjustment to the annual

assessment is not mandatory. If the annual Engineer's Report recommends any adjustment up to the sum of the previous year's maximum assessment plus the allowable annual CCI increase, notices are not required to be sent nor shall a vote be required. If however, the annual Engineer's Report recommends any adjustment that exceeds the sum of the previous year's maximum assessment plus the allowable annual CCI increase, noticing and/or voting shall be required in accordance with the provisions applicable to the Landscaping and Lighting Act of 1972 and Proposition 218. Applying this rule to the initial assessment, the CCI at the time the Assessment Zone was formed, and the January 1, 2019 CCI for San Francisco of 12114.87 results in the maximum assessment that can be charged without holding a protest vote. The maximum assessments for the four zones that have CCI adjustments are shown in the following table.

Table 1

Zone	Initiated	CCI SF at Date Zone was Initiated	Multiplier	Initial Assessment per Unit	Maximum Assessment
7	02/14/2001	7399.07	1.637	\$148.00	\$242.28
8	10/13/1999	6816.7	1.777	\$354.43	\$629.82
9	10/09/2002	7644.46	1.585	\$154.82	\$245.39
10	10/09/2002	7644.46	1.585	\$333.78	\$529.04

The table below summarizes the proposed FY 2018-19 assessments to levy and collect for each of the ten zones.

Table 2

Zone	Assessment Zone Name	FY 18/19 Annual Assessment	Current Maximum Annual Assessment*	Proposed Assessment to Levy Per ESD
1	Valparaiso Vista	\$158.00	\$158.00	\$158.00
2	Quail Hollow IV	\$40.00	\$40.00	\$40.00
3	Sommers	\$290.00	\$290.00	\$290.00
4	Macklin Phase 1	\$32.00	\$32.00	\$32.00
5	Sierra Meadows	\$36.74	\$36.74	\$36.74
6	Oak Knoll	\$133.50	\$133.50	\$133.50
7	Garden Gate	\$210.70	\$242.28	\$212.39
8	Park Meadows	\$418.14	\$629.82	\$422.00
9	Santero Way	\$167.60	\$245.39	\$169.00
10	Altman Acres	\$377.10	\$529.04	\$380.12

\*Only Assessment Zones 7, 8, 9, and 10 allow for inflationary adjustment (Consumer Price Index for San Francisco).

The original landscaping and lighting improvements within all 10 Zones of the Assessment District are completed and have been accepted by the City. The proposed changes, budgets and assessments for FY 2019-20 are included in the description of each zone below.

See 'Attachment A, Method of Apportionment of Assessment' of this report for a detailed description of the apportionment methodology for each zone.

The "FY 18/19 Estimated" are derived by using actual expenses through the most current data available at the time this report was drafted, then extending the expenses to June 30 using a prorated estimate.

### **Zone 1: Valparaiso Vista**

#### **Background**

On June 12, 1991, the City Council adopted Resolution No. 91-35, approving the Engineer's Report, and on June 26, 1991, adopted Resolution No. 91-38, ordering the formation of the City of Cotati Valparaiso Vista Landscape and Lighting Maintenance Assessment District confirming the diagram and assessment, and ordering the levy of an assessment.

This zone includes 7,416 square feet of landscape area and five LED, 120 volt, 100 watt lights.

The City provides landscape maintenance within the City Right-of-Way for this Zone. On a weekly basis the City performs general clean-up of the area and prunes and weeds on a monthly basis. The City fertilizes and structural prunes on a yearly basis. Street lights are inspected once per month and repaired as needed.

#### **Estimated Costs of Assessment Zone**

The estimated annual cost of maintaining the landscaping and lighting for the Fiscal Year 2019-2020 is \$2,370.00.

<b>Description</b>	<b>FY 17/18 Actuals</b>	<b>FY 18/19 Estimated</b>	<b>FY 19/20 Projected</b>
Utility Charges	\$270.00	\$241.33	\$215.71
Contract Services	\$3,360.00	\$320.00	\$316.19
City Labor	\$42.00	\$0.00	\$0.00
Annual Zone Administration	\$457.00	\$463.67	\$470.43
General Fund Loan Repayment	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$4,129.00</b>	<b>\$1,025.00</b>	<b>\$1,002.33</b>
Zone Reserve Used	\$1,753.90	\$0.00	\$0.00
General Fund Loan	\$0.00	\$0.00	\$0.00
Total Assessment	\$2,370.00	\$2,370.00	\$2,370.00
<b>Total Revenue</b>	<b>\$4,123.90</b>	<b>\$2,370.00</b>	<b>\$2,370.00</b>

**Estimated Fund Balance**

	FY 2018-19 (Estimated)	FY 2019-20 (Projected)
Estimated Starting Reserve		
Fund Balance July 1	\$830.00	\$2,175.00
Estimated Assessment		
Revenue	\$2,370.00	\$2,370.00
Estimated Expenses	\$1,025.00	\$1,002.33
Estimated Ending Reserve		
Fund Balance June 30	\$2,175.00	\$3,542.67

The total proposed assessment for FY 2019-20 is \$2,370.00.

**Method of Assessment Spread**

The assessment shall be divided equally among all of the individual parcels within the assessment zone. A more detailed description of the method of apportionment is in Attachment A.

**Assessment Spread**

Fifteen (15) parcels in assessment area

Lot No.	Assessor's Parcel Number	Annual Charge
1	144-400-051	\$158.00
2	144-400-052	\$158.00
3	144-400-053	\$158.00
4	144-400-054	\$158.00
5	144-400-055	\$158.00
6	144-400-056	\$158.00
7	144-400-057	\$158.00
8	144-400-058	\$158.00
9	144-400-059	\$158.00
10	144-400-060	\$158.00
11	144-400-061	\$158.00
12	144-400-062	\$158.00
13	144-400-063	\$158.00
14	144-400-064	\$158.00
15	144-400-065	\$158.00
<b>Total Annual Assessment</b>		<b>\$2,370.00</b>

**Zone 2: Quail Hollow IV****Background**

On February 28, 1989, the City Council adopted Ordinance No. 509 granting tentative approval for the Quail Hollow IV Subdivision. Condition No. 11 of said Ordinance requires that a source of maintenance funding shall be provided for the landscaping to be placed between the back of sidewalk and property line fence along Myrtle Avenue. Then, on December 12, 1989, the City

Council adopted Resolution No. 89-62, ordering the formation of the City of Cotati Quail Hollow IV Subdivision Landscaping Maintenance Assessment Zone confirming the diagram and assessment and ordering the levy of an assessment.

The purpose of the assessment is to generate funds for the maintenance of landscaping within Myrtle Avenue Right-of-Way and the curve return portion of the intersection of Myrtle Avenue and Aguirre Way Right-of-Way of Quail Hollow IV Subdivision. The funds are to be used solely for maintenance of landscaping within the Quail Hollow IV Subdivision. There are no lights to be maintained within this Zone.

City crews and its landscape contractor provide landscape maintenance within the Right-of-Way for this Zone. On a weekly basis the contractor performs general clean-up of the area and prunes and weeds on a monthly basis. The City fertilizes and structurally prunes on a yearly basis.

In FY 16/17, the City completed landscaping improvements along Myrtle Avenue from Macklin Drive east to the City limits. The improvements consisted of soil amendments, irrigation repairs, replanting the entire street landscaped area, and installing mulch. In FY 18/19, the City performed routine maintenance and replanted missing or damaged plants. In Fiscal Year 19/20 the City will be evaluating options to fix the sidewalk lifting caused by the roots from a large redwood tree. Other activities within the subdivision are expected to consist of routine maintenance only.

#### Estimated Costs of Assessment Zone

The actual base maintenance cost for this Zone in FY 17/18 increased from prior years due to the need to irrigate the newly installed landscaping. This increased expense is reflected in the utilities line item below and is not sustainable. Therefore, until the landscaping becomes established, an annual loan from the City's General Fund will be needed to fill the revenue shortfall.

The estimated annual cost of maintaining the landscaping and lighting for the Fiscal Year 2019-2020 is \$2,035.43.

Description	FY 17/18 Actuals	FY 18/19 Estimated	FY 19/20 Projected
Utility Charges	\$922.00	\$800.00	\$700.00
Contract Services	\$288.00	\$288.00	\$288.00
City Labor	\$1,324.00	\$1,200.00	\$800.00
Annual Zone Administration	\$239.00	\$243.18	\$247.43
General Fund Loan Repayment	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$2,773.00</b>	<b>\$2,531.18</b>	<b>\$2,035.43</b>
Zone Reserve Used	\$0.00	\$0.00	\$0.00
General Fund Loan	\$1,533.00	\$1,291.18	\$795.43
Total Assessment	\$1,240.00	\$1,240.00	\$1,240.00
<b>Total Revenue</b>	<b>\$2,773.00</b>	<b>\$2,531.18</b>	<b>\$2,035.43</b>

**Estimated Fund Balance**

	FY 2018-19 (Estimated)	FY 2019-20 (Projected)
Estimated Starting Reserve		
Fund Balance July 1	\$0.00	\$0.00
Estimated Assessment		
Revenue	\$1,240.00	\$1,240.00
Estimated Expenses	\$2,886.18	\$3,008.40
General Fund Loan	\$1,291.18	\$795.43
Estimated Ending Reserve		
Fund Balance June 30	\$0.00	\$0.00

The total proposed assessment for FY 2019-20 is \$1,240.00.

The total estimated cumulative General Fund loan for FY 18/19 is \$2,934.48 and the proposed General Fund loan for FY 19/20 is \$3,729.91. The General Fund loan for this Zone will have increased \$795.43 from FY 18/19 to FY 19/20 this loan increase is due to the tree removal as stated above.

**Method of Assessment Spread**

The assessment shall be divided equally among all of the individual parcels within the assessment zone. A more detailed description of the method of apportionment is in Attachment A.

**Assessment Spread**

Thirty-one (31) parcels in assessment area

Lot No.	Assessor's Parcel Number	Annual Charge
1	046-610-017	\$40.00
2	046-610-018	\$40.00
3	046-610-019	\$40.00
4	046-610-020	\$40.00
5	046-610-021	\$40.00
6	046-610-022	\$40.00
7	046-610-023	\$40.00
8	046-610-024	\$40.00
9	046-610-025	\$40.00
10	046-610-026	\$40.00
11	046-610-027	\$40.00
12	046-610-028	\$40.00
13	046-610-029	\$40.00
14	046-610-030	\$40.00
15	046-610-031	\$40.00
16	046-610-032	\$40.00
17	046-610-033	\$40.00

18	046-610-034	\$40.00
19	046-610-035	\$40.00
20	046-610-036	\$40.00
21	046-610-037	\$40.00
22	046-610-038	\$40.00
23	046-610-039	\$40.00
24	046-610-040	\$40.00
25	046-610-041	\$40.00
26	046-610-042	\$40.00
27	046-610-043	\$40.00
28	046-610-044	\$40.00
29	046-610-045	\$40.00
30	046-610-046	\$40.00
31	046-610-047	\$40.00
<b>Total Annual Assessment</b>		<b>\$1,240.00</b>

### **Zone 3: Sommers**

#### **Background**

On March 28, 1989, the City Council adopted Resolution No. 89-11, approving the Engineer's Report, and on March 28, 1989, adopted Resolution No. 89-11, ordering the formation of the City of Cotati Sommers Subdivision Landscape and Lighting Maintenance Assessment District confirming the diagram and assessment and ordering the levy of an assessment.

The purpose of the assessment is to generate funds for the maintenance of Landscaping and Lighting within the City Right-of-Way of the Sommers Subdivision. The funds are to be used solely for maintenance of landscaping and lighting within the City Right-of-Way of the Sommers Subdivision.

This Zone includes six driveway lights and 3,047 square feet of fronting La Salle Avenue landscaping. City crews and its landscape contractor provide landscape maintenance within the City Right-of-Way for this Zone. On a weekly basis the contractor performs general clean-up of the area and prunes and weeds on a monthly basis. The City fertilizes and structurally prunes on a yearly basis as well as places mulch as needed in planter area. Driveway lights are inspected once per month and repaired as needed.

The City installed ADA compliant curb ramps on either side of the subdivision's driveway in FY 18/19.

#### **Estimated Costs of Assessment Zone**

The estimated annual cost of maintaining the landscaping and lighting for the Fiscal Year 2019-2020 is \$2,465.00.

Description	FY 17/18 Actuals	FY 18/19 Estimated	FY 19/20 Projected
Utility Charges	\$653.00	\$653.00	\$653.00
Contract Services	\$300.00	\$11,300.00	\$300.00
City Labor	\$203.00	\$900.00	\$200.00
Annual Zone Administration	\$475.00	\$482.20	\$489.51
General Fund Loan Repayment	\$0.00	\$0.00	\$207.00
<b>Total Expenses</b>	<b>\$1,631.00</b>	<b>\$13,335.20</b>	<b>\$1,849.51</b>
Zone Reserve Used	\$0.00	\$10,663.00	\$0.00
General Fund Loan	\$0.00	\$207.00	\$0.00
Total Assessment	\$2,465.00	\$2,465.00	\$2,465.00
<b>Total Revenue</b>	<b>\$2,465.00</b>	<b>\$13,335.00</b>	<b>\$2,465.00</b>

**Estimated Fund Balance**

	FY 2018-19 (Estimated)	FY 2019-20 (Projected)
Estimated Starting Reserve		
Fund Balance July 1	\$10,663.00	\$0.00
Estimated Assessment Revenue	\$2,672.00	\$2,465.00
Estimated Expenses	\$13,335.00	\$1,849.51
Estimated Ending Reserve		
Fund Balance June 30	\$0.00	\$615.49

The total proposed assessment for FY 19/20 is \$2,465.00.

Method of Assessment Spread

The assessment shall be assessed at \$290.00 per parcel with duplex per year and \$435.00 per parcel with triplex per year. A more detailed description of the method of apportionment is in Attachment A.

Assessment Spread

Eight (8) parcels in assessment area

Lot No.	Assessor's Parcel Number	Annual Charge
1	144-282-020	\$290.00
2	144-282-021	\$290.00
3	144-282-022	\$290.00
4	144-282-023	\$290.00
5 - Triplex	144-282-024	\$435.00
6	144-282-025	\$290.00
7	144-282-026	\$290.00
8	144-282-027	\$290.00
<b>Total Annual Assessment</b>		<b>\$2,465.00</b>

**Zone 4: Macklin****Background**

On June 12, 1991, the City Council adopted Resolution No. 91-34 initiating proceedings to establish the Macklin Subdivision Phase I Landscape Maintenance Assessment Zone, in accordance with the "Landscaping and Lighting Act of 1972", Streets and Highways Code, Section 22500, et seq. On June 12, 1991, the City Council adopted Resolution No. 91-34, approving the Engineer's Report, and on June 26, 1991, adopted Resolution No. 91-37, ordering the formation of the City of Cotati Macklin Subdivision Phase I Landscape Maintenance Assessment District confirming the diagram and assessment, and ordering the levy of an assessment.

The purpose of the assessment is to generate funds for landscape maintenance within the City Right-of-Way of the Macklin Subdivision Phase I. The funds are to be used solely for landscape maintenance within the City Right-of-Way of the Macklin Subdivision Phase I.

This zone includes 1,170 square feet of landscaping. City crews and its landscape contractor provide landscape maintenance for this zone within the City Right-of-Way. On a weekly basis the contractor performs general clean-up of the area and prunes and weeds on a monthly basis. The City fertilizes and structurally prunes on a yearly basis. Mulch was added in FY 16/17 but the area was not included in the Myrtle Landscaping project scope for soil amendments and plantings because the hedges and shrubs are in generally good health and appearance.

**Estimated Costs of Assessment Zone**

The estimated annual cost of maintaining the landscaping and lighting for the Fiscal Year 2019-2020 is \$1,248.00.

<b>Description</b>	<b>FY 17/18 Actuals</b>	<b>FY 18/19 Estimated</b>	<b>FY 19/20 Projected</b>
Utility Charges	\$120.00	\$120.00	\$120.00
Contract Services	\$360.00	\$360.00	\$360.00
City Labor	\$579.00	\$208.00	\$300.00
Annual Zone Administration	\$241.00	\$244.70	\$248.45
General Fund Loan Repayment	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$1,300.00</b>	<b>\$932.70</b>	<b>\$1,028.45</b>
Zone Reserve Used	\$52.00	\$0.00	\$0.00
General Fund Loan	\$0.00	\$0.00	\$0.00
Total Assessment	\$1,248.00	\$1,248.00	\$1,248.00
<b>Total Revenue</b>	<b>\$1,300.00</b>	<b>\$1,248.00</b>	<b>\$1,248.00</b>

**Estimated Fund Balance**

	<b>FY 2018-19 (Estimated)</b>	<b>FY 2019-20 (Projected)</b>
Estimated Starting Reserve		
Fund Balance July 1	\$1,524.00	\$1,839.30
Estimated Assessment		
Revenue	\$1,248.00	\$1,248.00
Estimated Expenses	\$932.70	\$1,028.45
Estimated Ending Reserve		
Fund Balance June 30	\$1,839.30	\$2,058.85

The total proposed assessment for FY 19/20 is \$1,248.00.

**Method of Assessment Spread**

The assessment shall be divided equally among all of the individual parcels within the assessment zone. A more detailed description of the method of apportionment is in Attachment A.

**Assessment Spread**

Thirty-nine (39) parcels in assessment area

<b>Lot No.</b>	<b>Assessor's Parcel Number</b>	<b>Annual Charge</b>
1	046-620-001	\$32.00
2	046-620-002	\$32.00
3	046-620-003	\$32.00
4	046-620-004	\$32.00
5	046-620-005	\$32.00
6	046-620-006	\$32.00
7	046-620-007	\$32.00
8	046-620-008	\$32.00
9	046-620-009	\$32.00
10	046-620-010	\$32.00
11	046-620-011	\$32.00
12	046-620-012	\$32.00
13	046-620-013	\$32.00
14	046-620-014	\$32.00
15	046-620-015	\$32.00
16	046-620-016	\$32.00
17	046-620-017	\$32.00
18	046-620-018	\$32.00
19	046-620-019	\$32.00
20	046-620-020	\$32.00
21	046-620-021	\$32.00
22	046-620-022	\$32.00
23	046-620-023	\$32.00
24	046-620-024	\$32.00
25	046-620-025	\$32.00

26	046-620-026	\$32.00
27	046-620-027	\$32.00
28	046-620-028	\$32.00
29	046-620-029	\$32.00
30	046-620-030	\$32.00
31	046-620-031	\$32.00
32	046-620-032	\$32.00
33	046-620-033	\$32.00
34	046-620-034	\$32.00
35	046-620-035	\$32.00
36	046-620-036	\$32.00
37	046-620-037	\$32.00
38	046-620-038	\$32.00
39	046-620-039	\$32.00
<b>Total Annual Assessment</b>		<b>\$1,248.00</b>

### **Zone 5: Sierra Meadows Subdivision**

#### **Background**

On September 11, 1996 the City Council adopted Resolution No. 96-66 approving the Engineer's Report, ordering the formation of the City of Cotati Sierra Meadows Subdivision Lighting Assessment District confirming the diagram and assessment, and ordering the levy of an assessment.

The purpose of the assessment is to generate funds for the maintenance of lighting in the Sierra Meadows Subdivision City Right-of-Way. The funds are to be used for electrical costs and incidental expenses associated with street lighting within the Sierra Meadows Subdivision City Right-of-Way. There is no landscaping in this Zone.

This Zone includes six LED 120 volt, 70 watt lights and three LED, 120 volt, 100 watt lights. Street lights are inspected once per month and repaired as needed.

The reserves were depleted in FY17/18 and a General Fund loan of \$308.00 was needed to keep the reserves from being negative. With minimal maintenance efforts and no emergency expenditures, the zone paid back the General Fund in FY 18/19.

#### **Estimated Costs of Assessment Zone**

The estimated annual cost of maintaining the landscaping and lighting for the Fiscal Year 2019-2020 is \$1,102.20.

Description	FY 17/18 Actuals	FY 18/19 Estimated	FY 19/20 Projected
Utility Charges	\$270.00	\$270.00	\$270.00
Contract Services	\$0.00	\$0.00	\$0.00
City Labor	\$909.00	\$160.00	\$160.00
Annual Zone Administration	\$213.00	\$215.14	\$217.30
General Fund Loan Repayment	\$0.00	\$289.80	\$0.00
<b>Total Expenses</b>	<b>\$1,392.00</b>	<b>\$934.94</b>	<b>\$647.30</b>
Zone Reserve Used	\$0.00	\$0.00	\$0.00
General Fund Loan	\$289.80	\$0.00	\$0.00
Total Assessment	\$1,102.20	\$1,102.20	\$1,102.20
<b>Total Revenue</b>	<b>\$1,392.00</b>	<b>\$1,102.20</b>	<b>\$1,102.20</b>

### Estimated Fund Balance

	FY 2018-19 (Estimated)	FY 2019-20 (Projected)
Estimated Starting Reserve		
Fund Balance July 1	\$7.00	\$156.06
Estimated Assessment Revenue	\$1,102.20	\$1,102.20
Estimated Expenses	\$953.14	\$647.30
Estimated Ending Reserve		
Fund Balance June 30	\$156.06	\$610.96

The total proposed assessment for FY 19/20 is \$1,102.20.

### Method of Assessment Spread

The assessment shall be divided equally among all of the individual parcels within the assessment zone. A more detailed description of the method of apportionment is in Attachment A.

### Assessment Spread

Thirty (30) parcels in assessment area

Lot No.	Assessor's Parcel Number	Annual Charge
1	144-730-001	\$36.74
2	144-730-002	\$36.74
3	144-730-003	\$36.74
4	144-730-004	\$36.74
5	144-730-005	\$36.74
6	144-730-006	\$36.74
7	144-730-007	\$36.74
8	144-730-008	\$36.74
9	144-730-009	\$36.74
10	144-730-010	\$36.74
11	144-730-011	\$36.74
12	144-730-012	\$36.74

13	144-730-013	\$36.74
14	144-730-014	\$36.74
15	144-730-015	\$36.74
16	144-730-016	\$36.74
17	144-730-017	\$36.74
18	144-730-018	\$36.74
19	144-730-019	\$36.74
20	144-730-020	\$36.74
21	144-730-021	\$36.74
22	144-730-022	\$36.74
23	144-730-023	\$36.74
24	144-730-024	\$36.74
25	144-730-025	\$36.74
26	144-730-026	\$36.74
27	144-730-029	\$36.74
28	144-730-031	\$36.74
29	144-730-032	\$36.74
30	144-730-033	\$36.74
<b>Total Annual Assessment</b>		<b>\$1,102.20</b>

### **Zone 6: Oak Knoll Subdivision**

#### **Background**

On March 11, 1998, the City Council of the City of Cotati, California, adopted Resolution No. 98-14 initiating proceedings to levy an annual assessment for the landscaping and lighting improvements of the City of Cotati Oak Knoll Subdivision Landscape and Street Light Maintenance Assessment District, Sonoma County, California ("Assessment District"), pursuant to the provisions of the California Streets and Highways Code Section 22500 et seq., (the Landscape and Lighting Act of 1972). On June 23, 1999, the City Council adopted resolution 99-37 approving the Engineer's Report, ordering the formation of the City of Cotati Oak Knoll Subdivision Landscape and Lighting Assessment District confirming the diagram and assessment and ordering the levy of an assessment.

On April 9, 1997, the City Council of the City of Cotati adopted Resolution No. 97-22 granting tentative approval for the Oak Knoll Subdivision. Condition No. 2 of the Resolution requires a landscape and street light maintenance assessment zone be formed to provide funds for the maintenance of landscaping and street lighting within the City Right-of-Way of the Oak Knoll Subdivision, in accordance with the provision of Streets and Highways Code, Section 22500, et seq. (the Landscape and Lighting Act of 1972). Then, on March 25, 1998, the City Council adopted Resolution No. 98-21 forming the Landscaping and Street Light Maintenance Assessment District for the Oak Knoll Subdivision.

All individual lots within the boundary of Oak Knoll Subdivision shall be included within the

assessment zone, with the exception of all dedicated public streets and Parcel "A" as shown upon the recorded map of Oak Knoll Subdivision.

This Zone includes five street lights, LED, 120 volt, 100 watt diffuser bulbs.

The City provides landscape maintenance within the City Right-of-Way for this Zone including weekly general clean-up of the area, monthly pruning and weed control, and annual fertilization and structural pruning. In FY 17/18 the City replaced dead or missing shrubs, trimmed two trees, replaced a portion of irrigation system, and replanted dead or unhealthy plants. High pressure sodium street lights were replaced with energy efficient LED's in FY 15/16 and these expenses were charged to the zone in FY 16/17. In FY 18/19, the City's Public Works crew removed a splitting Oak Tree from an island and removed a dead tree and replanted. Additionally, street lights are inspected once per month and repaired as needed.

#### Estimated Costs of Assessment Zone

The estimated annual cost of maintaining the landscaping and lighting for the Fiscal Year 2019-2020 is \$3,204.00.

Description	FY 17/18 Actuals	FY 18/19 Estimated	FY 19/20 Projected
Utility Charges	\$473.00	\$549.00	\$637.21
Contract Services	\$600.00	\$600.00	\$600.00
City Labor	\$497.00	\$2,033.45	\$497.00
Annual Zone Administration	\$618.00	\$626.35	\$634.81
General Fund Loan Repayment	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$2,188.00</b>	<b>\$3,808.80</b>	<b>\$2,369.02</b>
Zone Reserve Used	\$0.00	\$604.80	\$0.00
General Fund Loan	\$0.00	\$0.00	\$0.00
Total Assessment	\$3,204.00	\$3,204.00	\$3,204.00
<b>Total Revenue</b>	<b>\$3,204.00</b>	<b>\$3,808.80</b>	<b>\$3,204.00</b>

#### Estimated Fund Balance

	FY 2018-19 (Estimated)	FY 2019-20 (Projected)
Estimated Starting Reserve		
Fund Balance July 1	\$15,352.00	\$14,747.20
Estimated Assessment		
Revenue	\$3,204.00	\$3,204.00
Estimated Expenses	\$3,808.80	\$2,369.02
Estimated Ending Reserve		
Fund Balance June 30	\$14,747.20	\$15,582.18

The total proposed assessment for FY 2019-20 is \$3,204.00.

#### Method of Assessment Spread

The parcels within the Oak Knoll Subdivision receive special benefits of well-maintained public

landscaped areas and streetlights. These special benefits include enhanced neighborhood identity and quality of life, as well as a sense of community along with increased property values. Based on the foregoing, each of the individual parcels within the assessment zone, will be assessed an amount equal to 1/24th of the total assessment since they receive equal share of the special benefits mentioned above. Parcel "A" is a driveway serving lots 7, 8, 9, and 10. As Parcel "A" does not receive any of the special benefits, it is not assessed.

#### Assessment Spread

Twenty-four (24) parcels in assessment area

Lot No.	Assessor's Parcel Number	Annual Charge
1	144-340-028	\$133.50
2	144-340-029	\$133.50
3	144-340-030	\$133.50
4	144-340-031	\$133.50
5	144-340-032	\$133.50
6	144-340-033	\$133.50
7	144-340-034	\$133.50
8	144-340-035	\$133.50
9	144-340-036	\$133.50
10	144-340-037	\$133.50
11	144-340-038	\$133.50
12	144-340-039	\$133.50
13	144-340-040	\$133.50
14	144-340-041	\$133.50
15	144-340-042	\$133.50
16	144-340-043	\$133.50
17	144-340-044	\$133.50
18	144-340-045	\$133.50
19	144-340-046	\$133.50
20	144-340-047	\$133.50
21	144-340-048	\$133.50
22	144-340-049	\$133.50
23	144-340-050	\$133.50
24	144-340-051	\$133.50
<b>Total Annual Assessment</b>		<b>\$3,204.00</b>

#### Zone 7: Garden Gate

##### Background

On February 14, 2001 the City Council of the City of Cotati Adopted Resolution No. 01-10 initiating proceedings to establish the Garden Gate Subdivision Landscape and Lighting Assessment Zone, in accordance with the "Landscaping and Lighting Act of 1972", Streets and

Highways Code, Section 22500, et seq. Then, on April 11, 2001, the City Council adopted Resolution No. 01-28 forming the Landscaping and Street Light Maintenance Assessment District for the Garden Gate Subdivision, confirming the diagram and assessment, and ordering the levy of an assessment.

The purpose of the assessment is to generate funds for the maintenance of landscape and lighting in the Garden Gate Subdivision Right-of-Way. The funds are to be used for electrical, landscape and incidental expenses associated with street lighting as well as Parcel A & B Landscape Maintenance within the Garden Gate Subdivision.

This Zone includes a total landscaping area for Parcel A & B of 2,900 square feet and five LED, 120 volt, 70 watt lights.

The City provides landscape maintenance within the City Right-of-Way for this Zone including general weekly clean-up of the area, monthly pruning and weed control, and annual fertilization and structural pruning. Street lights are inspected once per month and repaired as needed.

#### Estimated Costs of Assessment Zone

The estimated annual cost of maintaining the lighting and Parcels A & B landscaping for the Fiscal Year 2019-2020 is \$3,186.17 which is a 0.8 percent increase from FY 2018-19.

Description	FY 17/18 Actuals	FY 18/19 Estimated	FY 19/20 Projected
Utility Charges	\$700.00	\$700.00	\$700.00
Contract Services	\$360.00	\$360.00	\$360.00
City Labor	\$0.00	\$0.00	\$0.00
Annual Zone Administration	\$589.00	\$597.48	\$606.08
General Fund Loan Repayment	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$1,649.00</b>	<b>\$1,657.48</b>	<b>\$1,666.08</b>
Zone Reserve Used	\$0.00	\$0.00	\$0.00
General Fund Loan	\$0.00	\$0.00	\$0.00
Total Assessment	\$3,054.00	\$3,160.89	\$3,186.17
<b>Total Revenue</b>	<b>\$3,054.00</b>	<b>\$3,160.89</b>	<b>\$3,186.17</b>

#### Estimated Fund Balance

	FY 2018-19 (Estimated)	FY 2019-20 (Projected)
Estimated Starting Reserve		
Fund Balance July 1	\$10,128.00	\$11,631.41
Estimated Assessment Revenue	\$3,160.89	\$3,186.17
Estimated Expenses	\$1,657.48	\$1,666.08
Estimated Ending Reserve		
Fund Balance June 30	\$11,631.41	\$13,151.51

The total proposed assessment for FY 2019-20 is \$3,186.17.

**Method of Assessment Spread**

The assessment shall be divided equally among all of the individual parcels within the Assessment Zone. A more detailed description of the method of apportionment is in Attachment A.

**Assessment Spread**

Fifteen (15) parcels in assessment area

<b>Lot No.</b>	<b>Assessor's Parcel Number</b>	<b>Annual Charge</b>
1	144-720-042	\$212.41
2	144-720-043	\$212.41
3	144-720-044	\$212.41
4	144-720-045	\$212.41
5	144-720-046	\$212.41
6	144-720-047	\$212.41
7	144-720-048	\$212.41
8	144-720-049	\$212.41
9	144-720-050	\$212.41
10	144-720-051	\$212.41
11	144-720-052	\$212.41
12	144-720-053	\$212.41
13	144-720-058	\$212.41
14	144-720-059	\$212.41
15	144-720-060	\$212.41
<b>Total Annual Assessment</b>		<b>\$3,186.15</b>

**Zone 8: Park Meadows****Background**

On October 13, 1999, the City Council of the City of Cotati adopted Resolution No. 99-72 granting tentative approval for the Park Meadows Subdivision. Condition No. 43 of said Resolution requires that a landscape and street light maintenance assessment zone be formed to provide funds for the maintenance of landscaping and street lighting within the City Right-of-Way of the Park Meadows Subdivision, in accordance with the provision of Streets and Highways Code, Section 22500, et seq. (the Landscape and Lighting Act of 1972). Then, on April 11, 2001, the City Council adopted Resolution No. 01-30 forming the landscaping and street light maintenance assessment district for the Park Meadows Subdivision, confirming the diagram and assessment, and ordering the levy of an assessment.

The Zone consists of landscaping and street lighting within the City Right-of-Way and Parcel "A" of the Park Meadows Subdivision.

This Zone includes 38,475 square feet of landscape area and sixteen 120 volt, 70 watt high

pressure street lights. Up until FY 18/19, this Zone had eleven lights, however five of the lights installed as part of the City-Wide Lighting Project are within this Zone and their installation and ongoing maintenance costs are charged to this Zone.

The City provides landscape maintenance within the City Right-of-Way for this Zone including weekly general clean-up of the area, monthly pruning and weed control, and annual fertilization and structural pruning. Street lights are inspected once per month and repaired as needed. The City installed five lights along pathways in this zone in FY 18/19 for a total cost of \$30,000.

#### Estimated Costs of Assessment Zone

The estimated annual cost of maintaining the landscaping and lighting for the fiscal year 2019-2020 is \$16,485.00 which is a 0.8 percent increase over FY 2018-19.

Description	FY 17/18 Actuals	FY 18/19 Estimated	FY 19/20 Projected
Utility Charges	\$4,475.00	\$4,449.00	\$4,423.15
Contract Services	\$4,200.00	\$4,200.00	\$4,200.00
City Labor	\$1,595.00	\$250.00	\$1,000.00
Capital Project	\$0.00	\$30,000.00	\$0.00
Annual Zone Administration	\$3,038.00	\$3,082.28	\$3,127.20
General Fund Loan Repayment	\$0.00	\$0.00	\$1,455.82
<b>Total Expenses</b>	<b>\$13,308.00</b>	<b>\$41,981.28</b>	<b>\$14,206.17</b>
Zone Reserve Used	\$0.00	\$25,673.82	\$0.00
General Fund Loan	\$0.00	\$0.00	\$0.00
Total Assessment	\$15,756.00	\$16,307.46	\$16,458.00
<b>Total Revenue</b>	<b>\$15,756.00</b>	<b>\$41,981.28</b>	<b>\$16,458.00</b>

#### Estimated Fund Balance

	FY 2018-19 (Estimated)	FY 2019-20 (Projected)
Estimated Starting Reserve		
Fund Balance July 1	\$25,789.00	\$115.18
Estimated Assessment Revenue	\$16,307.46	\$16,458.00
General Fund Loan	\$0.00	\$0.00
Estimated Expenses	\$41,981.28	\$14,206.17
Estimated Ending Reserve		
Fund Balance June 30	\$115.18	\$2,367.01

The total proposed assessment for FY 2019-20 is \$16,458.00.

#### Method of Assessment Spread

The parcels within the Park Meadow Subdivision will receive special benefits of well-maintained public landscaped areas and streetlights. These special benefits include enhanced neighborhood identity and quality of life, as well as a sense of community along with increased property values. Based on the foregoing, each of the individual parcels within the assessment zone, will be

assessed in an amount equal to 1/39th of the total assessment since they receive equal share of the special benefits mentioned above. Parcel "A" and Parcel "B" are open space areas, therefore they are not assessed.

Assessment Spread

Thirty-nine (39) parcels in Assessment Area

Lot No.	Assessor's Parcel Number	Annual Charge
1	144-740-001	\$422.00
2	144-740-002	\$422.00
3	144-740-003	\$422.00
4	144-740-004	\$422.00
5	144-740-005	\$422.00
6	144-740-006	\$422.00
7	144-740-007	\$422.00
8	144-740-008	\$422.00
9	144-740-009	\$422.00
10	144-740-010	\$422.00
11	144-740-011	\$422.00
12	144-740-012	\$422.00
13	144-740-013	\$422.00
14	144-740-014	\$422.00
20	144-740-020	\$422.00
21	144-740-021	\$422.00
22	144-740-022	\$422.00
23	144-740-023	\$422.00
24	144-740-024	\$422.00
25	144-740-025	\$422.00
26	144-740-026	\$422.00
27	144-740-027	\$422.00
28	144-740-028	\$422.00
29	144-740-029	\$422.00
30	144-740-030	\$422.00
31	144-740-031	\$422.00
32	144-740-032	\$422.00
33	144-740-033	\$422.00
34	144-740-034	\$422.00
35	144-740-035	\$422.00
36	144-740-036	\$422.00
	<b>Lands of Dluzak</b>	
37	144-740-046	\$422.00
38	144-740-047	\$422.00
39	144-740-048	\$422.00
41	144-740-041	\$422.00
42	144-740-042	\$422.00
43	144-740-043	\$422.00
44	144-740-044	\$422.00
45	144-740-045	\$422.00
<b>Total Annual Assessment</b>		<b>\$16,458.00</b>

## **Zone 9: Santero Way**

### **Background**

On October 9, 2002, the City Council of the City of Cotati adopted Resolution No. 02-91 granting tentative approval for the Santero Way Developments. Condition No. 59 of said Resolution requires that a landscape and street light maintenance assessment zone be formed to provide funds for the maintenance of landscaping and street lighting within the Cotati Station Phase I Subdivision, in accordance with the provision of Streets and Highways Code, Section 22500, et seq. (the Landscape and Lighting Act of 1972). Then, on July 9, 2008, the City Council adopted Resolution No. 08-58 forming the landscaping and street light maintenance assessment district for the Santero Way Subdivision, confirming the diagram and assessment, and ordering the levy of an assessment.

The purpose of the assessment is to generate funds for the maintenance of landscape and lighting within the City Right-of-Way in the Santero Way Developments. The funds are to be used for electrical power, landscape maintenance, water, park furniture maintenance. Additionally, the funds are used for incidental expenses associated with public street lighting and landscape maintenance of the public park within the Santero Way Developments.

This Zone includes 31,000 square feet of landscape area including the Santero Way Park and seventeen LED, 120 volt, 70 watt street lights.

The City provides landscape maintenance within the City Right-of-Way for this Zone including weekly lawn mowing, edging, and general clean-up of the area, monthly pruning and weed control, and annual fertilization and structural pruning. However, the Santero Way Homeowners Association (HOA) has been contracting and paying for the landscape expenses for this Zone from the beginning. City staff met with the HOA Board to discuss the City paying for these services retroactively in FY 17/18 and for future years under a services agreement. The discussions also included identifying potential capital projects to rehabilitate park features including tree replacement, irrigation repair, replacing the drinking fountain, repair and/or replacement of benches and tables, replacement of playground ground cover, completing a playground evaluation, and repair root damaged sidewalks for sidewalks within the Zone. The HOA Board heard this item at their May 24, 2018 Board meeting and approved these CIP items for FY 18/19, increasing the Capital Improvements budget to \$20,000, invoicing the City retroactively for FY 17/18 maintenance expenses, and working on an agreement with the City to invoice the Zone for annual maintenance costs. On February 28, 2019 the HOA Board met and supported having the City contract directly with a landscaping company for maintaining the park and street landscaping strip. The City has negotiated an agreement with a landscaping company with the effecting start date of July 1, 2019. Cost tables below include the landscape maintenance expenses as Zone expenses. Although capital projects were budgeted for in FY 18/19, no projects were completed and have been moved to FY 19/20. Therefore, in FY 19/20 we have budgeted \$20,000 to rehabilitate park features. Park lights are inspected once per month and repaired as needed.

Estimated Costs of Assessment Zone

The estimated annual cost of maintaining the landscaping and lighting for the Fiscal Year 2019-2020 is \$11,830.00 which is a 0.8 percent increase over FY 2018-2019.

Description	FY 17/18 Actuals	FY 18/19 Estimated	FY 19/20 Projected
Utility Charges	\$4,342.00	\$4,342.00	\$4,342.00
Contract Services	\$13,758.56	\$9,288.00	\$9,288.00
Capital Projects	\$0.00	\$0.00	\$20,000.00
City Labor	\$1,521.00	\$1,845.00	\$2,238.02
Annual Zone Administration	\$2,185.00	\$2,216.87	\$2,249.20
General Fund Loan Repayment	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$21,806.56</b>	<b>\$17,691.87</b>	<b>\$38,117.22</b>
Zone Reserve Used	\$0.00	\$0.00	\$0.00
General Fund Loan	\$0.00	\$0.00	\$0.00
<b>Total Assessment</b>	<b>\$11,336.00</b>	<b>\$11,732.76</b>	<b>\$11,830.00</b>
<b>Total Revenue</b>	<b>\$11,336.00</b>	<b>\$11,732.76</b>	<b>\$11,830.00</b>

Estimated Fund Balance

	FY 2018-19 (Estimated)	FY 2019-20 (Projected)
Estimated Starting Reserve		
Fund Balance July 1	\$50,696.44	\$44,737.33
Estimated Assessment Revenue	\$11,732.76	\$11,830.00
Estimated Expenses	\$17,691.87	\$38,117.22
Estimated Ending Reserve		
Fund Balance June 30	\$44,737.33	\$18,450.11

The total proposed assessment for FY 2019-20 is \$11,830.00

Method of Assessment Spread

The assessment shall be equally divided among the seventy (70) dwelling units. A more detailed description of the method of apportionment is in Attachment A.

Assessment Spread

Seventy (70) parcels in assessment area

Lot No.	Assessor's Parcel Number	Annual Charge
1	144-770-001	\$169.00
2	144-770-002	\$169.00
3	144-770-003	\$169.00
4	144-770-004	\$169.00
5	144-770-005	\$169.00
6	144-770-006	\$169.00
7	144-770-007	\$169.00
8	144-770-008	\$169.00
9	144-770-009	\$169.00
10	144-770-010	\$169.00

11	144-770-011	\$169.00
12	144-770-012	\$169.00
13	144-770-013	\$169.00
14	144-770-014	\$169.00
15	144-770-015	\$169.00
16	144-770-016	\$169.00
17	144-770-017	\$169.00
18	144-770-018	\$169.00
19	144-770-019	\$169.00
20	144-770-020	\$169.00
21	144-770-021	\$169.00
22	144-770-022	\$169.00
23	144-770-023	\$169.00
24	144-770-024	\$169.00
25	144-770-025	\$169.00
27	144-770-027	\$169.00
28	144-770-028	\$169.00
29	144-770-029	\$169.00
30	144-770-030	\$169.00
31	144-770-031	\$169.00
32	144-770-032	\$169.00
33	144-770-033	\$169.00
34	144-770-034	\$169.00
35	144-770-035	\$169.00
36	144-770-036	\$169.00
37	144-770-037	\$169.00
38	144-770-038	\$169.00
39	144-770-039	\$169.00
40	144-770-040	\$169.00
41	144-770-041	\$169.00
42	144-770-042	\$169.00
43	144-770-043	\$169.00
44	144-770-044	\$169.00
45	144-770-045	\$169.00
46	144-770-046	\$169.00
47	144-770-047	\$169.00
48	144-770-048	\$169.00
50	144-770-050	\$169.00
CAP 1A	144-770-051	\$169.00
CAP 1B	144-770-052	\$169.00
CAP 2A	144-770-053	\$169.00
CAP 2B	144-770-054	\$169.00
CAP 3A	144-770-055	\$169.00
CAP 3B	144-770-056	\$169.00
CAP 4A	144-770-057	\$169.00
CAP 4B	144-770-058	\$169.00
CAP 5A	144-770-059	\$169.00
CAP 5B	144-770-060	\$169.00
CAP 6A	144-770-061	\$169.00
CAP 6B	144-770-062	\$169.00

CAP 7A	144-770-063	\$169.00
CAP 7B	144-770-064	\$169.00
CAP 8A	144-770-065	\$169.00
CAP 8B	144-770-066	\$169.00
CAP 9A	144-770-067	\$169.00
CAP 9B	144-770-068	\$169.00
CAP 10A	144-770-069	\$169.00
CAP 10B	144-770-070	\$169.00
<b>Total Annual Assessment</b>		<b>\$11,830.00</b>

### **Zone 10: Altman Acres**

#### **Background**

On October 9, 2002, the City Council of the City of Cotati adopted Resolution No. 02-91 granting tentative approval for the Altman Acres Subdivision. Condition No. 59 of said Resolution requires that a landscape and street light maintenance assessment Zone be formed to provide funds for the maintenance of landscaping and street lighting within the Altman Acres Subdivision, in accordance with the provision of Streets and Highways Code, Section 22500, et seq. (the Landscape and Lighting Act of 1972). Then, on October 9, 2002 the City Council adopted Resolution No. 02-94 forming the Altman Acres Subdivision.

The Zone is maintaining landscaping and lighting in the Altman Acres Subdivision City Right-of-Way and along Old Redwood Highway Right-of-Way fronting Lots 1 through 7. All funds shall be used for electrical, landscape, and incidental expenses within the Altman Acres Subdivision.

This Zone includes 11,750 square feet of landscape area and five LED, 120 volt, 100 watt street lights.

The City provides landscape maintenance within the City Right-of-Way for this Zone including weekly general clean-up of the area, monthly pruning and weed control, and annual fertilization and structural pruning. Street lights are inspected once per month and repaired as needed.

#### **Estimated Costs of Assessment Zone**

The estimated annual cost of maintaining the landscaping and lighting for the Fiscal Year 2019-2020 is \$5,320.00 which is a 0.8 percent increase over FY 2018-19.

Description	FY 17/18 Actuals	FY 18/19 Estimated	FY 19/20 Projected
Utility Charges	\$1,105.00	\$1,105.00	\$1,105.00
Contract Services	\$420.00	\$420.00	\$420.00
City Labor	\$0.00	\$0.00	\$0.00
Annual Zone Administration	\$933.25	\$933.25	\$933.25
General Fund Loan Repayment	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$2,458.25</b>	<b>\$2,458.25</b>	<b>\$2,458.25</b>
Zone Reserve Used	\$0.00	\$0.00	\$0.00
General Fund Loan	\$0.00	\$0.00	\$0.00
Total Assessment	\$5,101.00	\$5,279.53	\$5,320.00
<b>Total Revenue</b>	<b>\$5,101.00</b>	<b>\$5,279.53</b>	<b>\$5,320.00</b>

### Estimated Fund Balance

	FY 2018-19 (Estimated)	FY 2019-20 (Projected)
Estimated Starting Reserve		
Fund Balance July 1	\$20,712.00	\$23,533.28
Estimated Assessment Revenue	\$5,279.53	\$5,320.00
Estimated Expenses	\$2,458.25	\$2,458.25
Estimated Ending Reserve		
Fund Balance June 30	\$23,533.28	\$26,395.03

The total proposed assessment for FY 2019-20 is \$5,320.00.

### Method of Assessment Spread

The assessment shall be equally divided among the fourteen (14) dwelling units. A more detailed description of the method of apportionment is in Attachment A.

### Assessment Spread

Fourteen (14) parcels in assessment area

Lot No.	Assessor's Parcel Number	Annual Charge
1	046-640-001	\$380.00
2	046-640-002	\$380.00
3	046-640-003	\$380.00
4	046-640-004	\$380.00
5	046-640-005	\$380.00
6	046-640-006	\$380.00
7	046-640-007	\$380.00
8	046-640-008	\$380.00
9	046-640-009	\$380.00
10	046-640-010	\$380.00
11	046-640-011	\$380.00
12	046-640-012	\$380.00
13	046-640-013	\$380.00
14	046-640-014	\$380.00
<b>Total Annual Assessment</b>		<b>\$5,320.00</b>

## **ENGINEER'S REPORT ATTACHMENTS**

- Attachment A - Method of Apportionment of Assessment - A statement of the method used by Engineer of Work to determine the amount proposed to be assessed against each parcel within the Assessment District.**
- Attachment B - Assessment Diagrams – An Assessment Diagram (maps) showing all of the parcels of real property within the boundaries of the ten Assessment Zones. The A.P.N.'s are shown in the Assessor's Maps available at the County of Sonoma Assessor's Office.**
- Attachment C - Improvement Plans – This portion of the Engineer's Report describes any improvement plans that may be needed for the installation of the improvements. If plans exist, they are filed with the City Clerk. Although separately bound, the plans and specifications are part of this Engineer's Report and are included in it by reference.**

## ATTACHMENT A

### METHOD OF APPORTIONMENT OF ASSESSMENT

The following is a brief description of the manner in which the annual assessment has been apportioned to each parcel within the Assessment Zones:

Each parcel within each of the zones of the Assessment District receives a direct special benefit from improvement covered by this assessment as follows:

Valparaiso Vista Zone 1 - Zone 1 includes the maintenance of 7,416 square feet of landscaping along Redwood Highway and Valparaiso Avenue and five street lights within the development. The parcels within this zone receive a direct special benefit from these amenities that are an asset to the values of the homes.

Quail Hollow IV Zone 2 - Zone 2 funds the annual costs associated with the operation and maintenance of Quail Hollow, the back-on landscaping along portions of Myrtle Avenue. Additionally, maintenance of the landscaping provides a direct benefit for the parcels as maintaining the landscaping adds to property values and provides beneficial landscape features specific to residents within this zone.

Sommers Zone 3 - The related Assessment Zone improvements in Zone 3 include six driveway lights. Additionally, the lighting adds to property values and provides beneficial landscape features specific to residents within this zone.

Macklin Zone 4 - The related improvements in Zone 4 includes 1,170 square feet of "back-on" landscaping along Myrtle Avenue. Residents within this zone directly benefit from maintenance of the landscaping, as maintaining the landscaping adds to property values and provides beneficial landscape features specific to residents within this zone.

Sierra Meadows Zone 5 - The related improvements in Zone 5 include nine street lights within the development. Residents within this zone directly benefit from the lighting, as maintaining the lighting adds to property values and provides beneficial lighting features specific to residents within this zone.

Oak Knoll Zone 6 - The related improvements in Zone 6 include the island landscape maintenance on Christensen Court and five street lights. Residents within this zone directly benefit from maintenance of the landscaping and lighting, as maintaining the landscaping and lighting adds to property values and provides beneficial landscape features specific to residents within this zone.

Garden Gate Zone 7 - The related improvements in Zone 7 include 2,900 square feet of "back-on" landscape along a portion of East Cotati Avenue and five street lights. Residents within this zone directly benefit from maintenance of the landscaping and lighting, as maintaining the

landscaping and lighting adds to property values and provides beneficial landscape features specific to residents within this zone.

Park Meadows Zone 8 - The improvements in Zone 8 include 38,475 square feet of “back-on” landscape along a portion of East Cotati Avenue and eleven street lights. Residents within this zone directly benefit from maintenance of the landscaping and lighting, as maintaining the landscaping and lighting adds to property values and provides beneficial landscape features specific to residents within this zone.

Santero Way Zone 9 - The improvements in Zone 9 include a 31,000 square feet landscaped park and seventeen street lights. Residents within this zone directly benefit from maintenance of the landscaping and lighting, as maintaining the landscaping and lighting adds to property values and provides beneficial landscape features specific to residents within this zone.

Altman Acres Zone 10 - The improvements in Zone 10 include a 11,750 square feet landscaped area along Old Redwood Hwy and five street lights. Residents within this zone directly benefit from maintenance of the landscaping and lighting, as maintaining the landscaping and lighting adds to property values and provides beneficial landscape features specific to residents within this zone.

The method of apportionment (spread) equates all parcels in Zones 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10 within the boundaries of the Assessment Zone to an Equivalent Single-Family Dwelling (ESD) unit use, or portion thereof. The following basic use units reflect the relative benefit accruing to parcels of land within a City of Cotati Landscaping and Lighting Assessment Zone:

- |   |                            |
|---|----------------------------|
| <b>1. Single dwelling parcel</b>        | <b>1 unit</b>              |
| <b>2. Multiple dwelling unit parcel</b> | <b>1 unit per dwelling</b> |

Once the total number of ESD units is determined for each of the Zones, the total number of ESD units within each Zone shall be divided into each respective Zone’s operation and maintenance expenses for the upcoming fiscal year (see Part B). This will result in the proposed annual assessment per ESD for the upcoming fiscal year. The annual assessment per ESD shall be multiplied by the total use units established for each parcel, or portion thereof, to determine the proposed total annual assessment for each parcel within each Zone 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10. Annual assessments are apportioned in this manner due to the relative benefit of the improvements to each of the parcels within each separate Zone. Since the improvements are easily accessible to all the parcels within each Zone, the level of benefit is equally spread to each parcel.

Although Section 22663 of the Streets and Highways Code typically requires that public property not be assessed, Article XIII, Section 4(a) of Proposition 218 now requires that public agencies shall not be exempt from assessment. However, the creek area, wetlands and public rights-of-way and easements within various Zones preclude construction of structures for other uses that conflict with the allowable zoning of these areas. Therefore, these publicly owned areas without a dwelling and used exclusively for greenbelt, or open space, or the common area of any planned unit development, receive no special benefit and do not receive an annual assessment.

## **ATTACHMENT B**

### **ASSESSMENT DIAGRAMS**

Attached are the Assessment Diagrams (Maps) for the ten Assessment Zones. Please note the lines and dimensions of each parcel, as well as the distinctive Assessor's Parcel Number, are shown on the Assessor's Maps for the City of Cotati available at the County of Sonoma Assessor's Office. The attached pages also provide the reference to the appropriate Assessor Books at the County of Sonoma Assessor's Office for the respective subdivisions in each of the ten Zones.

**Zone 1 - Valparaiso:**

Lots 51 through 65 (15 total) and associated right-of-way street frontages lying within the Valparaiso Vista PUD Subdivision filed in the recorder's office of the County of Sonoma in book 144 of Maps, Page 40.

**Zone 2 - Quail Hollow:**

Lots 17-47 (31 total) and associated right-of-way street frontages lying within the Quail Hollow IV Subdivision are filed in the recorder's office of the County of Sonoma in book 46 of Maps, Page 61.

**Zone 3 - Sommers:**

Lots 20-27 (8 total) and associated right-of-way street frontages lying within The Sommer Subdivision are filed in the recorder's office of the County of Sonoma in book 144 of Maps, Pages 28.

**Zone 4 - Macklin:**

Lots 1-39 (39 total) and associated right-of-way street frontages lying within Macklin Subdivision, filed in the recorder's office of the County of Sonoma in Book 46 of Maps, Page 62.

**Zone 5 - Sierra Meadows:**

Lots 1-26, 29, and 31-33 (30 total) and associated right-of-way street frontages lying within the Sierra Meadow Subdivision, filed in the recorder's office of the County of Sonoma in Book 144 of Maps, Page 73.

**Zone 6 - Oak Knoll:**

Lots 1-26, 29, and 31-33 (30 total) and associated right-of-way street frontages lying within the Oak Knoll Subdivision, filed in the recorder's office of the County of Sonoma in Book 144 of Maps, Page 34.

**Zone 7 - Garden Gate:**

Lots 42-53, 58-60 (15 total) and associated right-of-way street frontages lying within the Garden Gate Subdivision, filed in the recorder's office of the County of Sonoma in Book 144 of Maps, Page 72.

**Zone 8 - Park Meadows:**

All the land lying within the Park Meadows Subdivision, filed in the recorder's office of the County of Sonoma in Book 144 of Maps, Page 47.

**Zone 9 - Santero Way:**

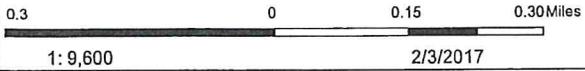
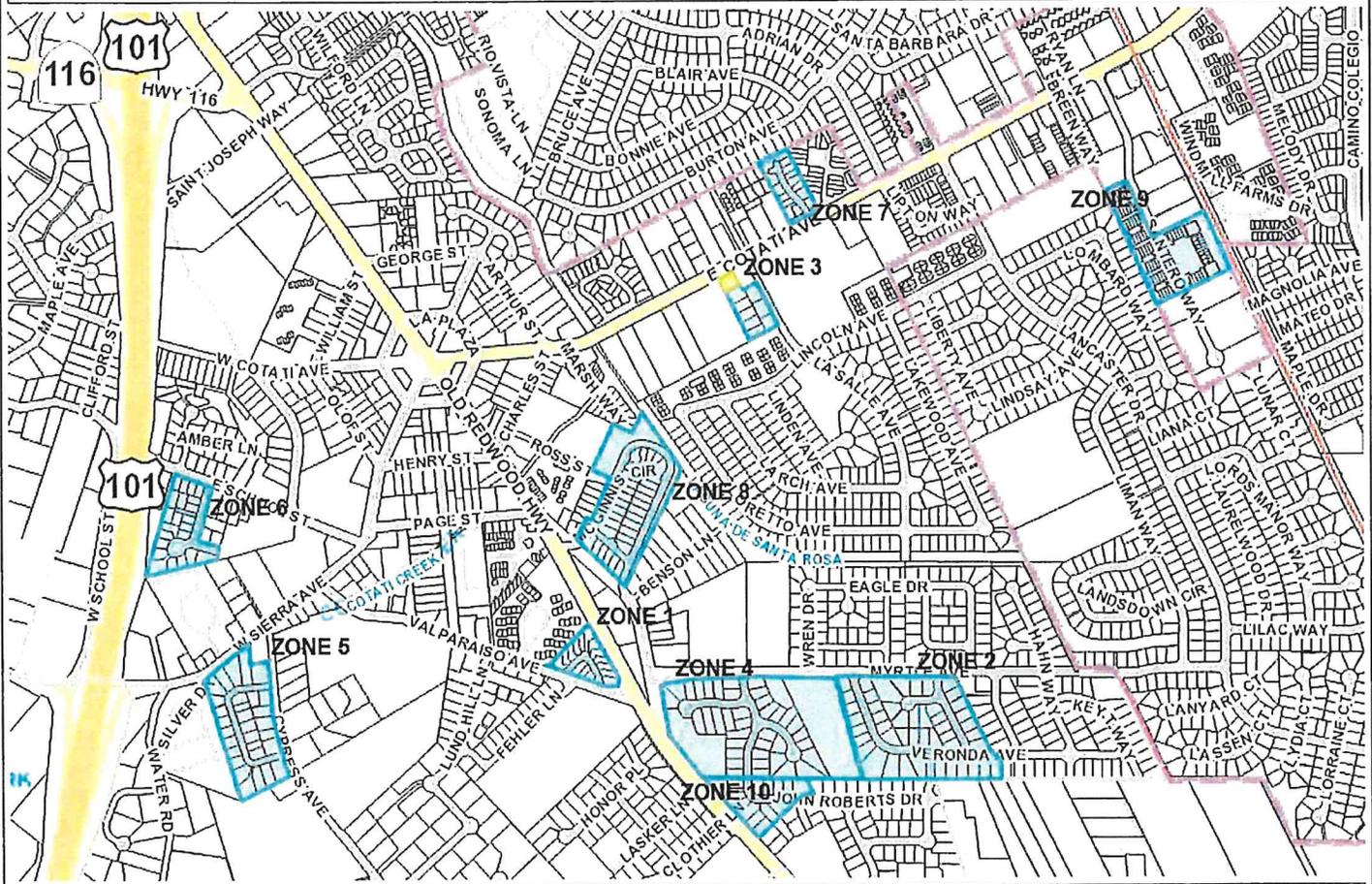
The boundary of the Santero Way Developments Landscape and Lighting Assessment Zone coincides with the exterior boundaries of the Cotati Station Subdivision, Phase 1, recorded in Book 654 at Pages 44 through 49, Sonoma County Records. All individual Lots 1-50 and twenty (20) Condominium units

within the boundaries of the Cotati Station Subdivision, Phase 1 (for a total of 70 dwelling units) are included in the assessment Zone.

**Zone 10 - Altman Acres:**

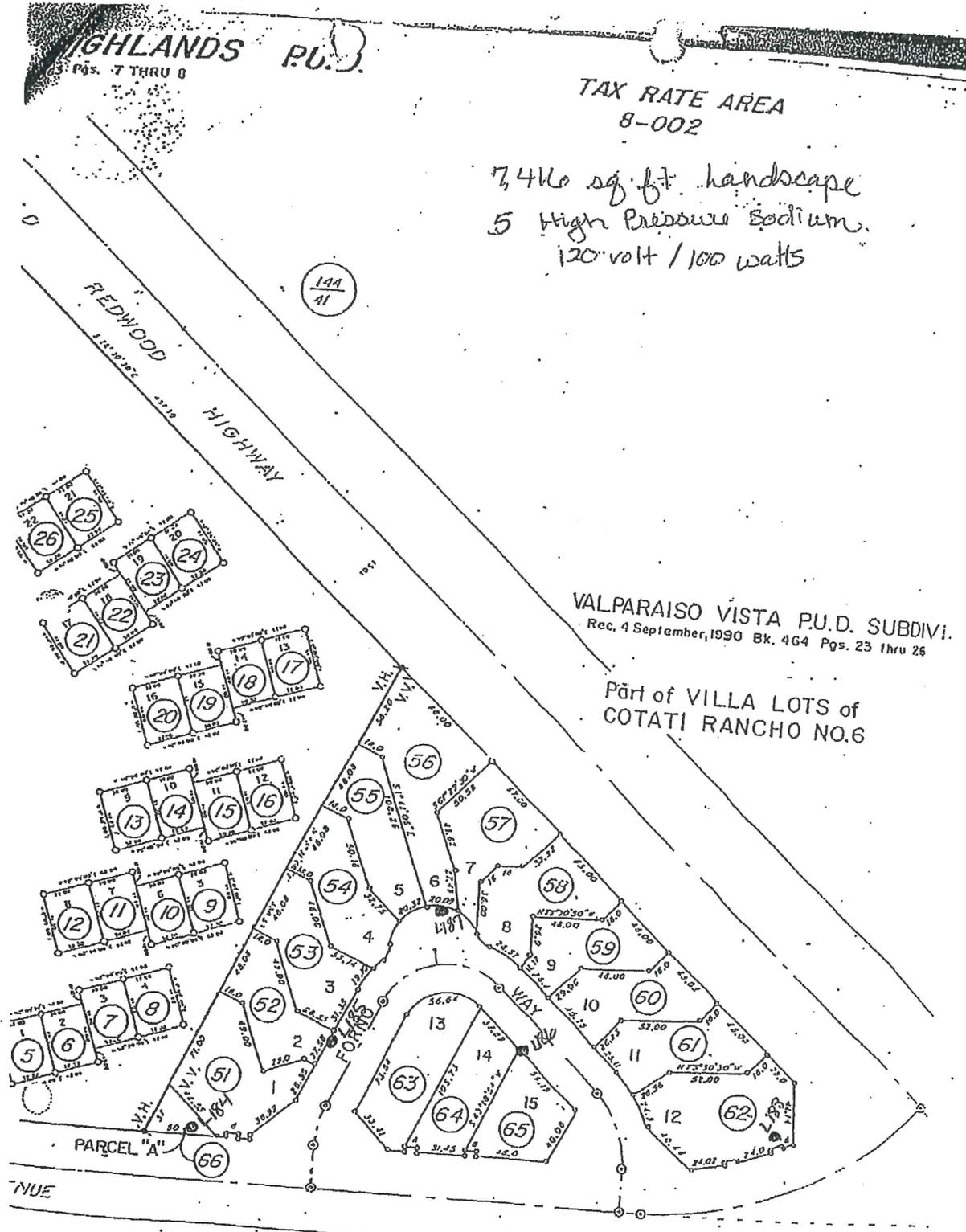
Lots 1-14 (14 total) and associated right-of-way street frontages lying within the Altman Acres Subdivision are filed in the recorder's office of the County of Sonoma in Book 46 of Maps, Pages 64.

## COTATI LANDSCAPING & LIGHTING ASSESSMENT DISTRICT ZONES



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
**THIS MAP IS NOT TO BE USED FOR NAVIGATION**

COTATI LANDSCAPE & LIGHTING  
ASSESSMENT DISTRICT -  
ZONE 1: VALPARAISO VISTA



TAX RATE AREA  
8-002

7,416 sq. ft. landscape  
5 High Pressure Sodium  
120 volt / 100 watts

VALPARAISO VISTA P.U.D. SUBDIV.  
Rec. 4 September, 1990 Bk. 464 Pgs. 23 thru 26

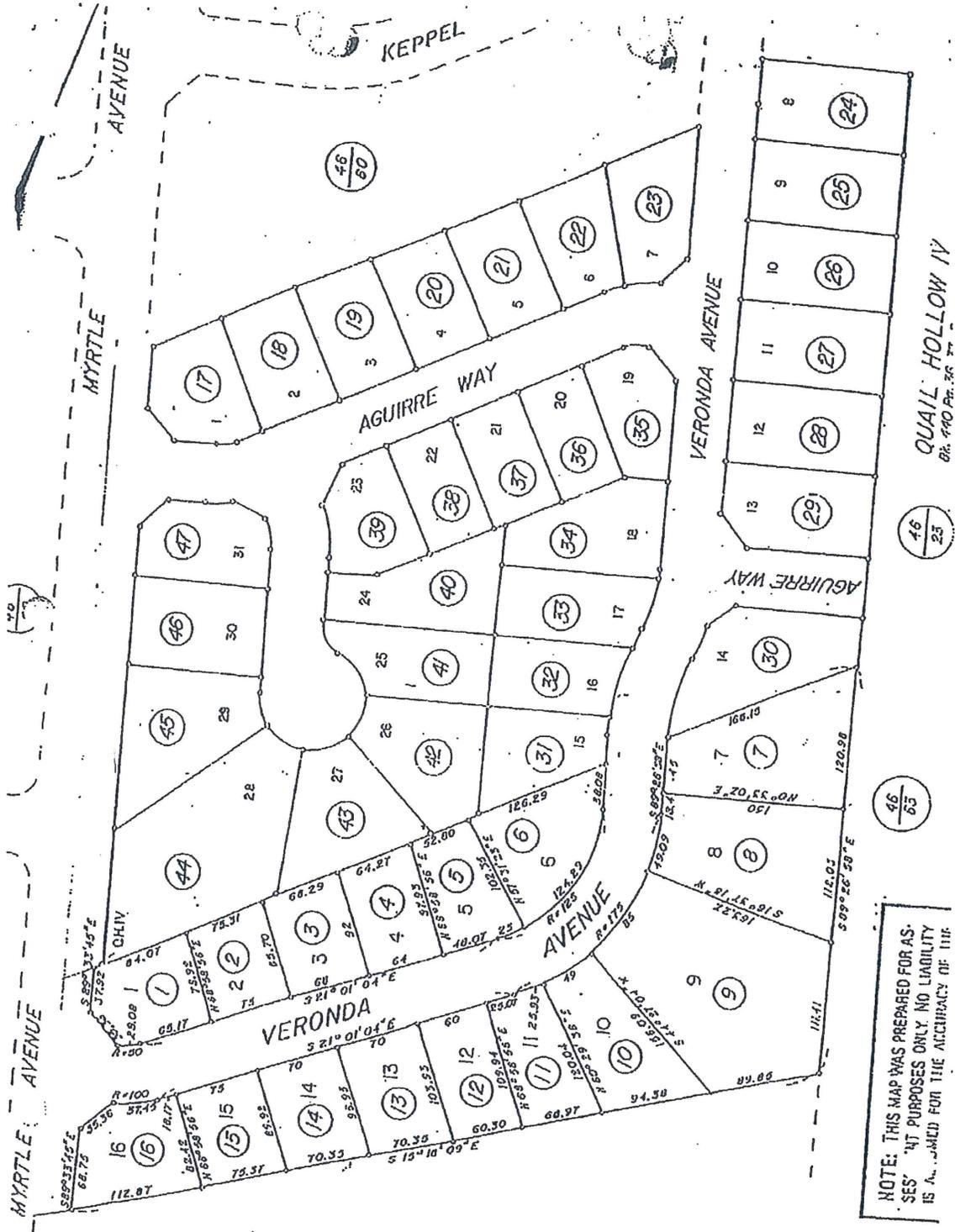
Part of VILLA LOTS of  
COTATI RANCHO NO. 6

IGHLANDS P.U.  
Pgs. 7 THRU 8

NUE

PARCEL "A"

COTATI LANSCAPE & LIGHTING  
 ASSESSMENT DISTRICT -  
 ZONE 2: QUAIL HOLLOW



QUAIL HOLLOW IV  
 8% 440 Pr. 36 Pr.

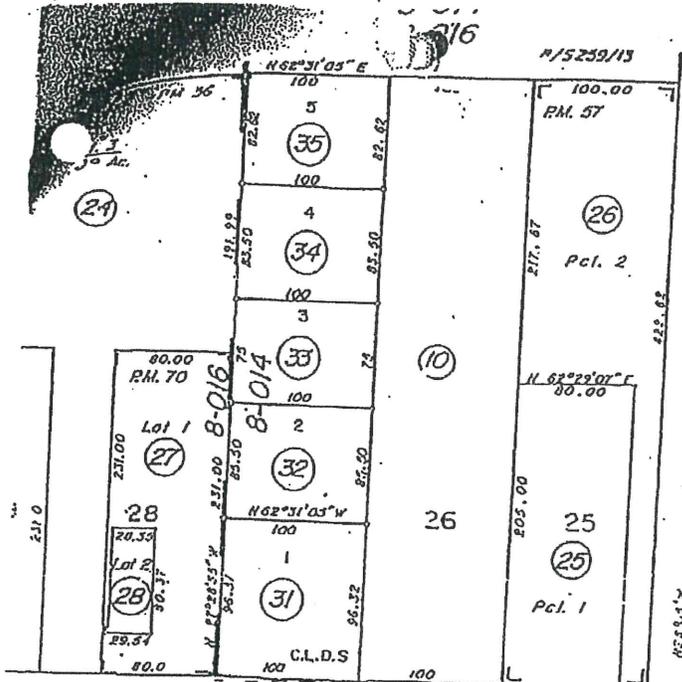
46  
63

46  
23

46  
60

KEPPEL

COTATI LANDSCAPE & LIGHTING  
ASSESSMENT DISTRICT -  
ZONE 3: SOMMERS

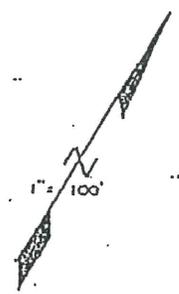


Parcel Map No. 36  
Bk 251 pg. 44, Rec. 6/2/77

Parcel Map No. 57  
Bk 305 Pg. 44, Rec. 5-20-80

Parcel Map No. 70  
Bk 328 Pg. 39, Rec. 12-1-81

**COTATI LANE DUPLEXES SUE**  
REC. 10-22-92 IN MAP BK. 500 PG. 24-26

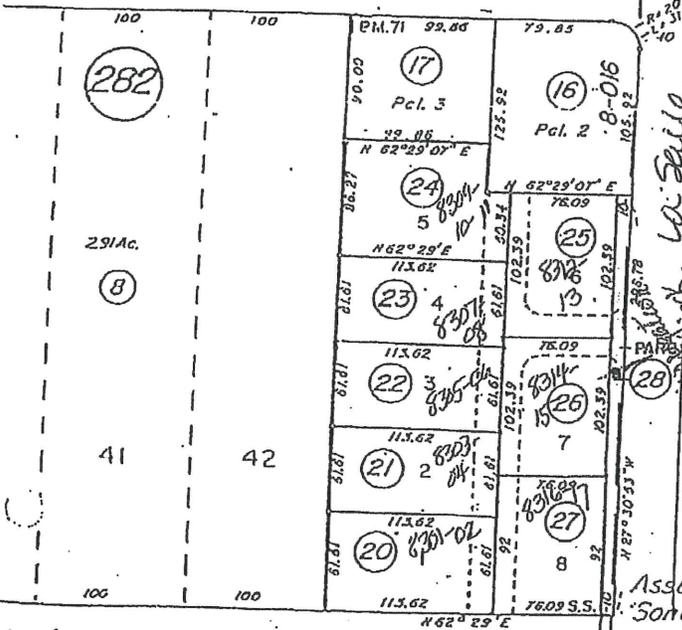


*La Salle* e. cotati AVENUE

144  
29

SOMMERS SUBDIVISION  
REC. B-24-88 IN MAP BK. 422, PG. 5-E

Part of COTATI RANCHO  
No. 11



Parcel Map No. 71  
Bk. 323 Pg. 39, Rec. 7-9-81

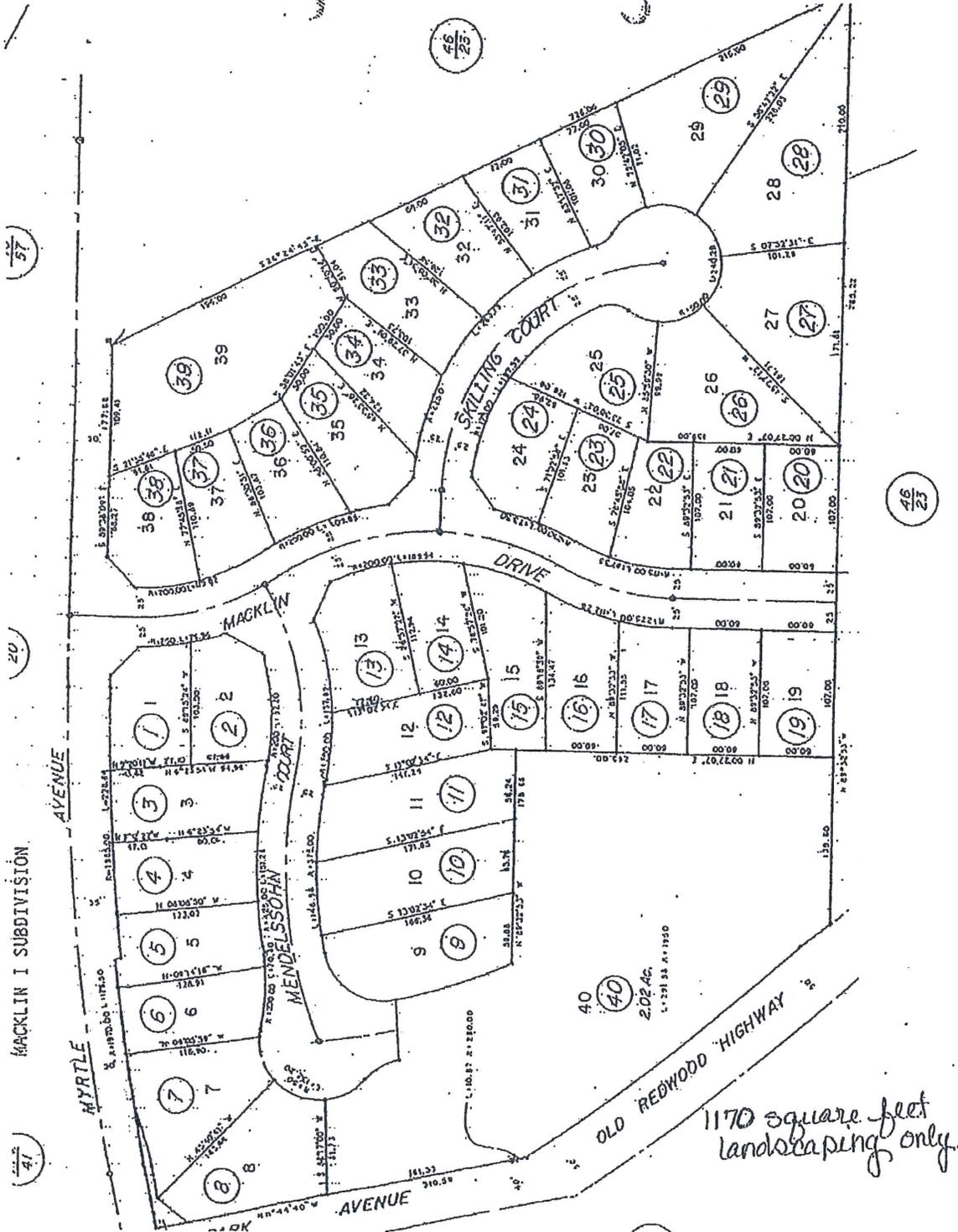
10-29-92 = 35(281)LF

12-29-88 = 30(282) C;  
8-24-82 = 30(281) LF

Lo driveway lights  
100 watt reg. light  
bulbs

Assessor's Map Bk. 144 pg. 28  
Sonoma County, Calif.

COTATI LANDSCAPE & LIGHTING  
ASSESSMENT DISTRICT -  
ZONE 4: MACKLIN I





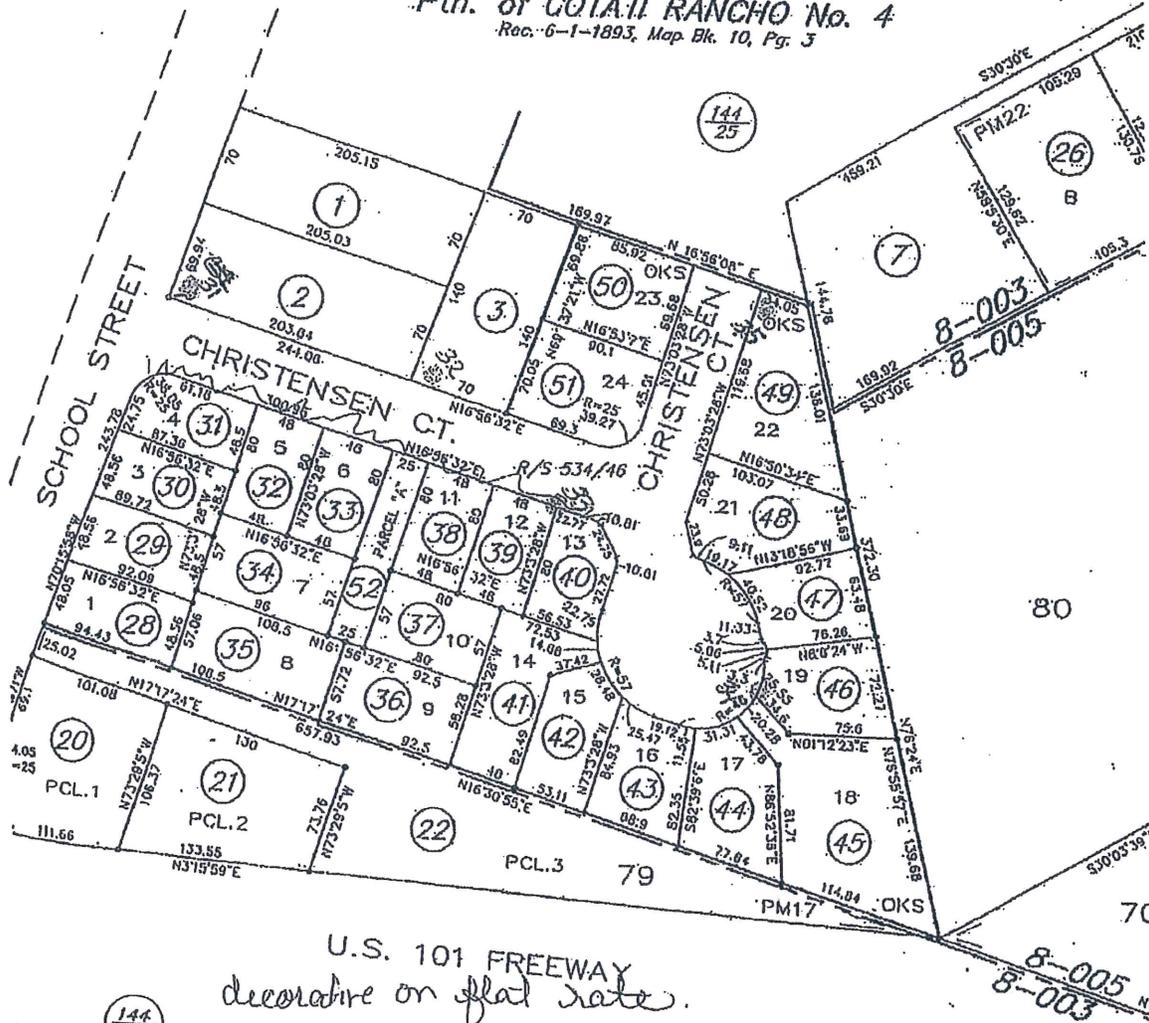
COTATI LANDSCAPE & LIGHTING  
ASSESSMENT DISTRICT -  
ZONE 6: OAK KNOLL

COUNTY ASSESSOR'S PARCEL

OAK KNOLL SUBDIVISION

REC. 6-12-98 IN BK. 580, MAPS, PGS. 35-38

Ptn. of COTATI RANCHO No. 4  
Rec. 6-1-1893, Map Bk. 10, Pg. 3



U.S. 101 FREEWAY  
decorative on flat date.

5 street lights      Landscape area,  
Street Light Location

COTATI PCL. MAP 7

REC. 9-20-71 IN BK. 81, MAPS, PGS. 29

COTATI PCL. MAP 17

REC. 1-2-73 IN BK. 103, MAPS, PG. 28

High Pressure Sodium  
120 volt/ 100 watt  
diffuser bulbs

MAP WAS PREPARED FOR  
PURPOSES ONLY. NO  
GUARANTEE FOR THE  
ACCURACY OF THE DATA DELINEATED

144  
23

144  
33

COTATI LANDSCAPE & LIGHTING  
ASSESSMENT DISTRICT -  
ZONE 7: GARDEN GATE

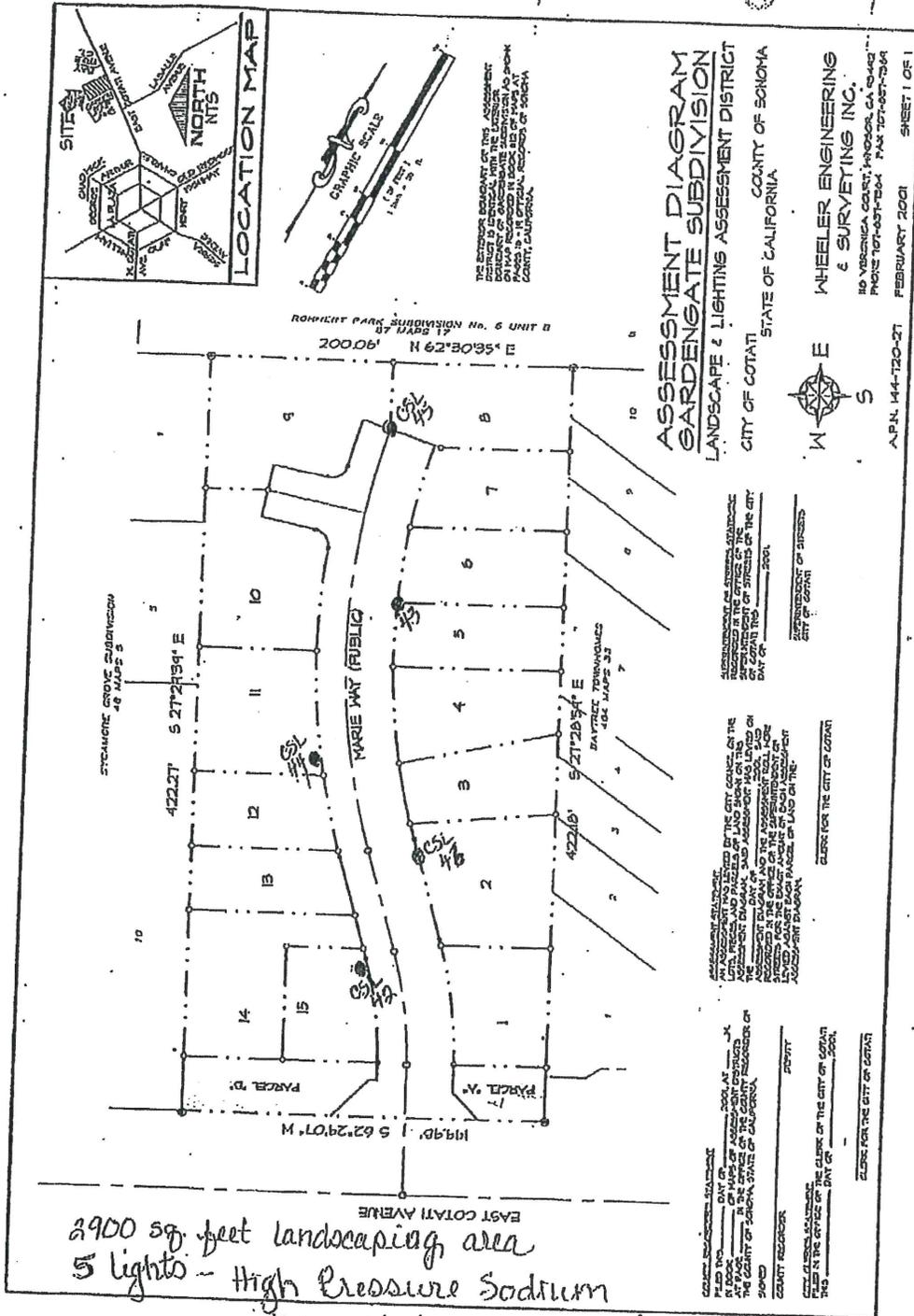
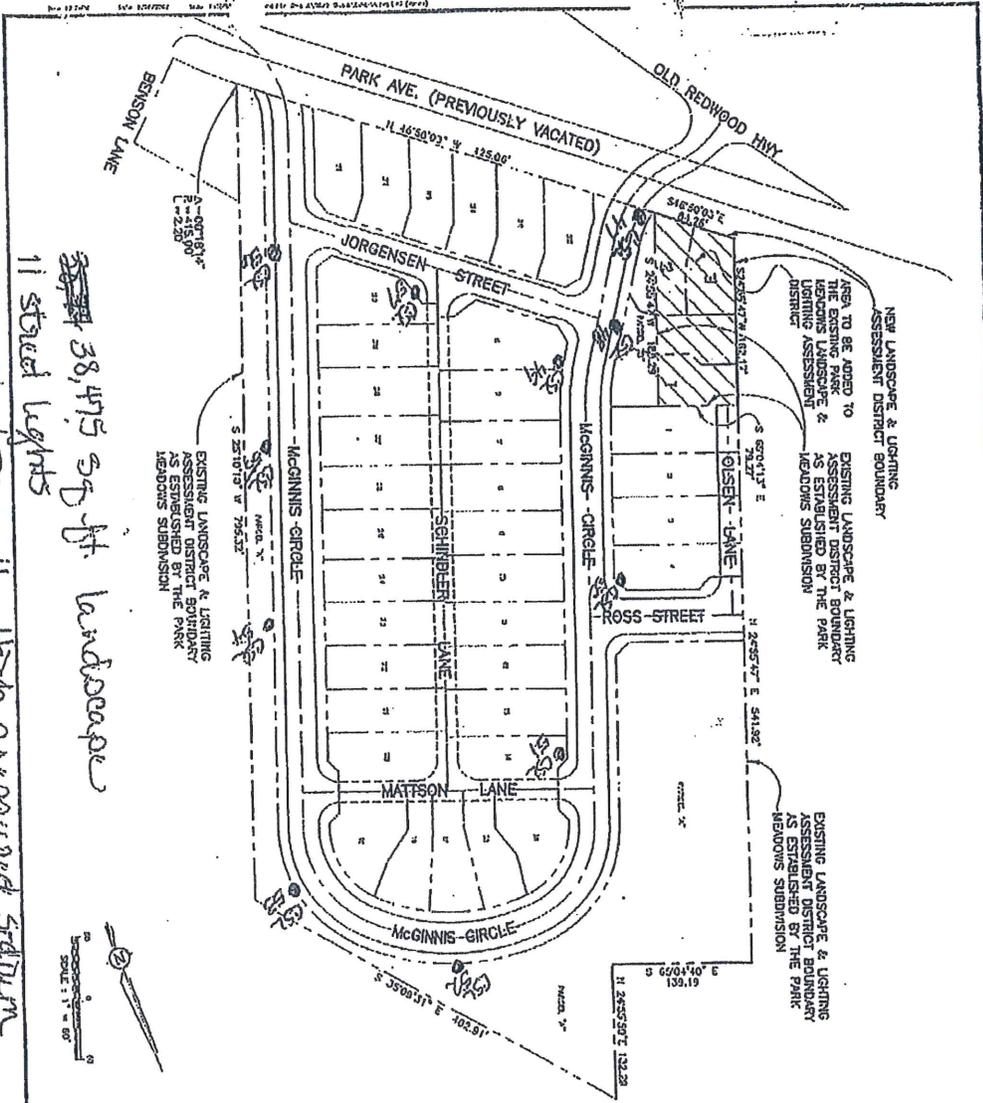


EXHIBIT A

COTATI LANDSCAPE & LIGHTING  
ASSESSMENT DISTRICT -  
ZONE 8: PARK MEADOWS



~~38,475~~ 38,475 sq ft. landscape  
11 street lights  
120 volt / 70 watt High pressure sodium

**ASSESSMENT STATEMENT**

AS ASSessor HAS LAYED OUT THE CITY CORNER, ON THE LEFT, PAGES AND PARCELS ARE SHOWN ON THIS ASSESSMENT DISTRICT MAP. THE ASSESSOR HAS LAYED OUT THE CITY CORNER AND THE CITY CORNER OF THE CITY OF COTATI. THE CITY CORNER OF THE CITY OF COTATI IS SHOWN ON THE CITY CORNER MAP. THE CITY CORNER OF THE CITY OF COTATI IS SHOWN ON THE CITY CORNER MAP. THE CITY CORNER OF THE CITY OF COTATI IS SHOWN ON THE CITY CORNER MAP.

**CITY CLERK STATEMENT**

FILED IN THE OFFICE OF THE CLERK OF THE CITY OF COTATI THIS DAY OF \_\_\_\_\_ 2007.

**SUPERINTENDENT OF STREETS STATEMENT**

RECORDED IN THE OFFICE OF THE SUPERINTENDENT OF STREETS OF THE CITY OF COTATI, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2007.

**COUNTY RECORDER'S STATEMENT**

FILED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ AT THE HOUR OF \_\_\_\_\_ OF THE COUNTY OF CLATSOP, OREGON.

**EXHIBIT A**

REORGANIZATION  
ASSESSMENT DIAGRAM  
PARK MEADOWS SUBDIVISION  
PARCEL MAP NO. 113-LOTS 1 THROUGH 3

COTATI LANDSCAPE & LIGHTING  
ASSESSMENT DISTRICT -  
ZONE 9: SANTERO WAY

COUNTY ASSESSOR'S  
COTATI STATION PHASE 1 SUBDIVIS

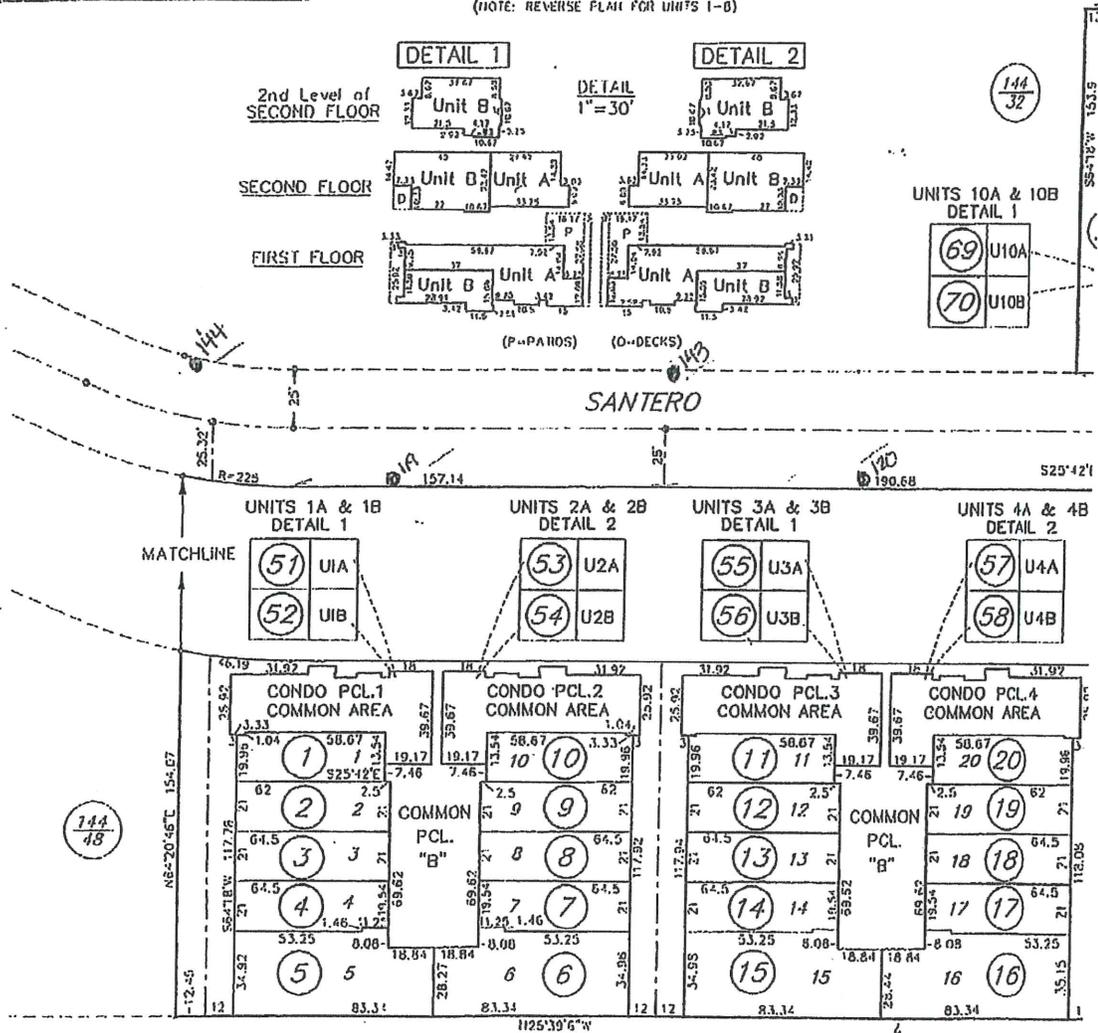
REC. 09-25-03 IN BK. 654, MAP  
(CONDO) O.R.# 03-207

NOTE: Assessor's parcels do not necessarily constitute legal lots. To verify legal parcel status, check with the appropriate city or county community development or planning division.

NOTE: This map was prepared for Assessment purposes only. No liability is assumed for the accuracy of the data delineated hereon.

CONDO UNIT DETAIL

(NOTE: REVERSE PLAN FOR UNITS 1-8)



46  
20

# PARCEL MAP

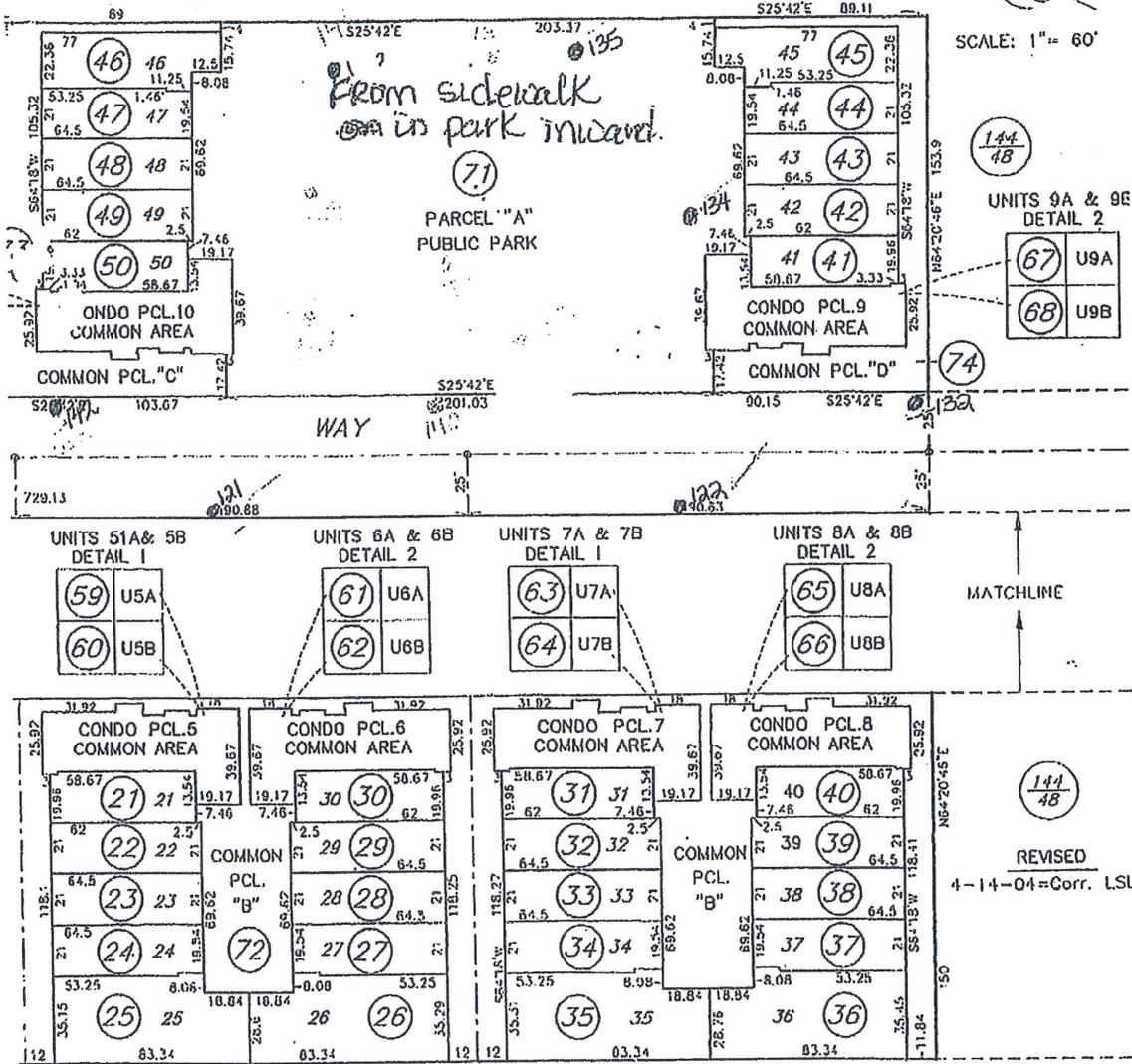
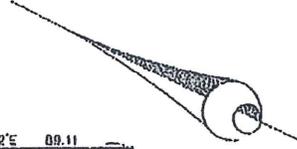
## UNITS AND CONDOMINIUMS

5, PG. 14-49  
66

TAX RATE AREA  
8-014

144-77

144  
32



31,000 sq. ft.  
Landscape  
● Street lights (17)  
High Pressure Sodium  
120 volt / 70 watt

46  
20

Assessor's Map Bk. 144, Pg. 77  
Sonoma County, Calif. (ACAD)

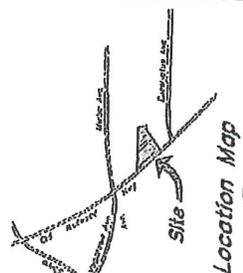
DSK 4-13-04=74 LSL

10 future lights  
not noted.

5/16  
P/10/10

144  
48  
REVISED  
4-14-04=Corr. LSL

COTATI LANDSCAPE & LIGHTING ASSESSMENT  
DISTRICT - ZONE 10: ALTMAN ACRES

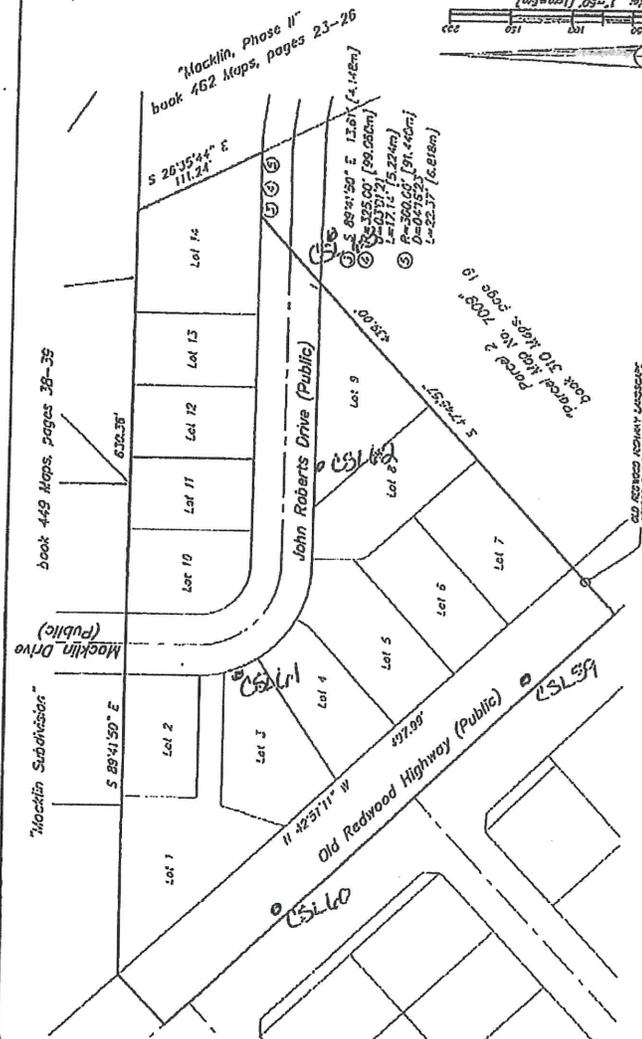
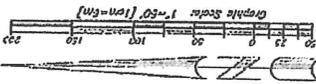


THE OUTLINE BOUNDARY OF THIS ASSESSMENT DISTRICT IS BASED ON THE MAP RECORDS OF THE SUBDIVISION OF ALTMAN ACRES, SHERMAN COUNTY, OREGON, AS SHOWN ON MAP RECORDS IN BOOK 462 MAPS, PAGES 23-26. THIS ASSESSMENT DISTRICT ADDITIONALLY INCLUDES OLD REDWOOD HIGHWAY ADJACENT.

"EXHIBIT A"  
ASSESSMENT DIAGRAM  
ALTMAN ACRES  
SUBDIVISION

City Of Cotati  
Sanoma County, California  
July 2002

ASSISTANT CITY CLERK  
CITY OF COTATI  
1100 1ST ST  
COTATI, CA 95921  
PHONE 707.526.2222  
FAX 707.526.2222



APPROVED FOR THE CITY OF COTATI  
CITY CLERK

APPROVED FOR THE CITY OF COTATI  
CITY CLERK

CLERK FOR THE CITY OF COTATI

5 street lights  
High Pressure Sodium  
120 volt / 100 watt  
11,750 sq. ft landscape

APPROVED FOR THE CITY OF COTATI  
CITY CLERK

CLERK FOR THE CITY OF COTATI

**ATTACHMENT C**

**IMPROVEMENT PLANS**

If improvement plans exist, they are filed with the City Clerk. Although separately bound, the improvement plans are part of this Engineer's Report and are included in it by reference.