

COUNTY SERVICE AREA NO. 4  
REPORT PER COUNTY ORDINANCE NO. 3428  
FIXING CHARGES FOR FISCAL YEAR 2024-25

July 09, 2024

TO: Clerk, Board of Supervisors

FROM: Joan Araujo, Director, Central Services Department

County Service Area No. 4 (CSA 4) provides the following services in the community of Oak Park:

- a. Street sweeping
- b. Roadway landscape maintenance
- c. Street lighting
- d. Bikepath maintenance
- e. Subdivision perimeter wall non-structural maintenance
- f. Community identification marker maintenance
- g. Crossing guard services per agreement with Oak Park Unified School District
- h. Community Emergency Response Team (CERT) support services
- i. Community Transportation Services
- j. Volunteers in Policing (VIP) Services (effective February 26, 2019)

In addition, CSA 4 is authorized to provide park and recreation services, which are not currently proposed or provided.

FINANCING

Since Fiscal Year 1996-97 (FY 97) CSA 4's requirements have been financed by a combination of property taxes and service charges. The same level of service charges will be required in the forthcoming fiscal year. In Fiscal Year 2024-25 (FY25), it is estimated that 87% of revenue will come from property taxes, 7% from service charges, and 6% from interest earnings.

## TOTAL SERVICES CHARGES REQUIRED

Service charges will continue to be required to finance a portion of the CSA's street-related services. That determination was made after comparing the CSA's requirements to its estimated financing sources from Fund Balance, property taxes and interest earnings. The proposed budget for FY 2025 is as follows:

<u>REQUIREMENTS</u>		<u>FINANCING</u>	
Indirect Cost Recovery	\$ 5,800	Property Taxes	\$ 1,043,900
Purchasing Charges	\$ 2,000	Interest	\$ 71,000
Administration	\$ 145,270	Fund Balance	\$ <u>34,800</u>
MAC Support	\$ 5,000	Sub Total	\$ 1,149,700
Elections	\$ 5,000		
Crossing Guard Reimbursement	\$ 210,000		
Volunteers In Policing	\$ 27,000		
Attorney Services	\$ 5,000	Service Charges	\$ 91,600
CERT	\$ <u>2,500</u>		
Sub Total	\$ 407,570		
 <u>STREET RELATED SERVICES:</u>			
Street Sweeping	\$ 49,900		
Roadway Landscape Maintenance	\$ 197,480		
R/W Emergency and Miscellaneous	\$ 175,000		
Landscape Utilities (Water & SCE)	\$ 235,350		
Green Streets Project	\$ 40,000		
Street Lighting (SCE Energy Cost)	\$ 136,000		
Sub Total	\$ 833,730		
<b>Total Requirement</b>	<b>\$ 1,241,300</b>	<b>Total Financing</b>	<b>\$ 1,241,300</b>

As shown above, the identified requirements total \$1,241,300 of which \$407,750 is required for all non-street related requirements, and \$833,730 is required for street sweeping, roadway landscaping, green streets project, roadway utilities and street lighting. There is no cost for public transportation in FY25. It is anticipated that fund balance, property taxes and interest earnings will generate a total of \$1,149,700, which will finance the \$407,570 needed for all non-street related requirements, and \$742,130 of the \$833,730 required for street-related services. Service charges in the amount of \$91,600 will be needed to finance the balance of the street-related costs.

## FIXING OF SERVICE CHARGES

There are 4,836 Assessor parcels in CSA 4, comprised of 4,827 improved residential parcels (single family homes and condominium units), 2 apartment parcels and 7 commercial parcels.

As in prior fiscal years, service charges are proposed to be fixed based on Residential Unit Equivalents (RUE), with all improved residential units (single family homes, condominiums and apartment units) deemed to benefit equally from the street related services provided, and each such unit reflecting one RUE. Commercial parcels have been converted to RUEs based upon size, with one RUE allocated to each one-half acre of land area. The 4,836 Assessor parcels convert to 5,301 RUEs that are comprised of 4,827 residential units (single family homes or condominiums), 444 apartment units and 30 commercial units.

As set forth above, \$91,600 will have to be raised from the assessment of service charges in FY 2025. Accordingly, all chargeable parcels will be assessed at an annual rate of \$17.28 per RUE, as in the last Fiscal Year. The current assessment of \$17.28 will be sufficient for FY 2025.

The properties benefiting from the extended services are identified and listed by Assessor's Parcel Number on the attached County Service Area No. 4 Schedule of Charges for FY 2025 (Exhibit 4), made a part hereof by reference.