

**DRAFT Feasibility Study for
Burlingame Historic Lighting Maintenance Assessment District
April 2021**

PROJECT SUMMARY

The Burlingame Historic Lighting Maintenance Assessment District (District) is proposed with the primary goal of creating a safer and more historic feel within the Burlingame neighborhood of the North Park community. The purpose of the proposed District is to provide enhanced activities and improvements which constitute and convey a special benefit to assessed parcels. The District will provide maintenance and related administration directly and only to assessed parcels within its boundaries. The District will not affect the City’s obligation to provide a standard (baseline) level of service to parcels located in the proposed District and to the general public at large.

The District is intended to provide the funding for the installation and maintenance of historic-style acorn streetlights during the upcoming utility undergrounding project. It is the intention of the District to provide benefit to all properties/parcels within the proposed boundaries of the District.

The District intends to partner with the City of San Diego (City) to provide oversight of the installation and on-going maintenance of the upgraded acorn-style streetlights. A District Coordinator from the City will manage maintenance services, liaison with the community for requests, manage any subcontractors, assist with additional community goals and shall be available to meet with and report to the District’s advisory group. Administration of the District will be performed by the City’s Parks and Recreation Department.

DISTRICT BOUNDARIES [see attached map]

The proposed District includes approximately 207 parcels located in the North Park neighborhood of Burlingame. The District is generally bordered by Switzer Canyon and Nutmeg Street to the north, 30th Street to the west, the alley south of Kalmia Street to the south and 32nd Street to the east. Streets and areas to be serviced in the District include:

STREET NAME	FROM – TO	SIDE OF STREETS
30 th Street	Switzer Canyon to Kalmia St	east side
San Marcos Ave	Kalmia St to 32 nd St	both sides
Captain Ave	Kalmia St to Laurel St	both sides
Dulzura Ave	Kalmia St to Laurel St	both sides
Pamo Ave	Kalmia St to Maple St	both sides
Burlingame Dr	Maple St to San Marcos Ave	both sides
Laurel Street	30 th St to 32 nd St	both sides

Maple Street	Laurel St to 32 nd St	both sides
Kalmia Street	30 th St to 32 nd St	both sides
32 nd Street	Nutmeg St to Kalmia (Excluding the properties on the east side of 32 nd St below Kalmia St)	both sides



PROPOSED SCHEDULING

In order to save on expenses, the District is proposed to upgrade streetlights during the upcoming utility undergrounding project. (If the District is not formed, existing streetlights will be replaced with new, metal “cobra-style” streetlights at no cost.)

The timing of utility underground is not determined by the District, but upon discussion between the City and SDG&E, it is estimated to occur over five years from now.

It is anticipated that there will be limited maintenance required for the new streetlights as they will be energy efficient, LED lights with new equipment. However, ongoing maintenance to fix or replace lights will be covered by District funds.

STREETLIGHT INSTALLATION & ON-GOING MAINTENANCE

Streetlight Installation

At the same time as utility undergrounding, new streetlights shall be installed with the addition of three new streetlights to meet current City code requirements. (The new locations are estimated to be mid-block on Captain St., Dulzura St. and Pamo St. between Laurel St. and Kalmia St. and a mid-block light on San Marcos Ave between Burlingame Dr. and 32nd St.)

Ongoing Maintenance

Upon completion of the utility undergrounding/streetlight installation, the District will cover maintenance costs above the city-standard level of service.

FORMATION COSTS

Based on a review of the proposed scope of improvements/activities and the preliminary District boundary, the formation effort is estimated to cost roughly \$18,000. The effort will include collection of all necessary materials and preparation of the following:

- * Preliminary Assessment Summary
- * Internal Capture Rate Traffic Analysis (to support general benefit findings)
- * Assessment Engineer's Report
- * Assessment Roll
- * Noticing List
- * Boundary Map and Assessment Diagrams

The formation costs will be split over three to four years for a total of \$6,000/yr. After the three years, the assessment can be reduced by that amount, or can be maintained and put in reserve for the District to undertake future projects.

ESTIMATED ANNUAL BUDGET

ITEM	HOURS	FREQ/AMT	ESTIMATED COST
? Management Staff	TBD	X/Annual	\$?
Special Districts Management Districts (City Minimum Fee)	Min		\$3,500
Upgraded Historic Acorn-Style Lights			
Decorative (City Standard)	16.0	\$7,500/ea	\$120,000 **
Decorative (additional; fixture only)	4.0	\$13,000/ea	\$52,000 **
Decorative (additional; fixture & circuit)	2.0	\$21,000/ea	\$42,000 **
Decorative Replacement (fixture only)	4.0	\$13,000/ea	\$52,000 **
Decorative Replacement (fixture & circuit)	2.0	\$15,500/ea	\$31,000 **
District formation costs	\$18,000	over 3 yrs	\$6,000
Total Estimated Annual Cost			\$XXX,XXX (\$XXX per EBU*)

* Approximately 205 Equivalent Benefit Units (EBUs) in the District.

** To be collected over X year period.