

Redevelopment Agency  
October 9, 2007

Agency Agenda Item 4B

Honorable Chairman and Members  
of the Torrance Redevelopment Agency  
City Hall  
Torrance, California

Members of the Agency:

**SUBJECT:** Establish the Meadow Park Parking Lot Maintenance Fee for Fiscal Year 2007-2008 at \$3.59 per space per month to cover the cost of maintenance of the parking lots

### **RECOMMENDATION**

Recommendation of the Deputy Executive Director that the Redevelopment Agency establish the Meadow Park Parking Lot Maintenance Fee for Fiscal Year 2007-2008 at \$3.59 per space per month to cover the cost of maintenance of the parking lots.

Funding: N/A

### **BACKGROUND AND ANALYSIS**

Article VI of the grant deed for eight (8) properties in the Meadow Park Redevelopment Project Area requires the annual payment of an estimated parking lot maintenance fee. Each property is billed based on the number of parking spaces allocated to the property in the Grant Deed. The cost per parking space is set by dividing the overall maintenance cost by the total number of spaces. This number is then multiplied by the number of spaces allocated to a specific owner to determine the amount each property is billed.

For the last three years, staff has contracted services with a landscape maintenance company. Maintenance includes mowing, trash collection, irrigation upkeep, fertilizing, pest control, parking lot sweeping, watering, and tree pruning. The current one-year contract with the landscape maintenance company is set to expire. Staff will bring forward a separate Redevelopment Agency item for your consideration of a landscape maintenance contract.

For Fiscal Year 2007-2008, the annual maintenance cost of the Meadow Park parking lots is estimated at \$25,549.57 (see Attachment A, for details). This year's estimated

cost is the same as last year. Based on a total of 593 parking spaces, the estimated cost is \$3.59 per space per month to cover the cost of maintenance.

Staff has notified the property owners participating in the Meadow Park Parking Lot District (see Attachment B) of the establishment of this year's parking lot maintenance fee. Included as an attachment (Attachment C) is the list of property owners participating in the parking district.

The parking lot striping is fading. Redevelopment Staff is planning to have the parking lot slurry sealed and re-striped. The cost for the slurry seal and re-striping will be included in next year's maintenance cost.

The Deputy Executive Director recommends that the Redevelopment Agency establish the Meadow Park Parking Lot Maintenance Fee for Fiscal Year 2007-2008 at \$3.59 per space per month to cover the cost of maintenance of the parking lots.

Respectfully submitted,

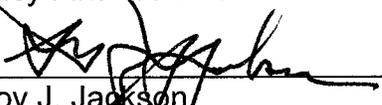
Jeffery W. Gibson  
Deputy Executive Director

By   
\_\_\_\_\_  
Ted Semaan, Manager  
Redevelopment and  
General Plan Divisions

CONCUR:

  
\_\_\_\_\_  
Jeffery W. Gibson  
Deputy Executive Director

  
\_\_\_\_\_  
Eric Tsao  
Agency Finance Director

  
\_\_\_\_\_  
LeRoy J. Jackson  
Executive Director

Attachments:

- A. Meadow Park Parking Lot Maintenance Cost
- B. Copy of Letter to Property Owners – Dated September 21, 2007
- C. List of property owners participating in the Meadow Park Parking District

**MEADOW PARK PARKING LOT MAINTENANCE COST****Annual Maintenance Cost**

Maintenance Cost (outside contractor)	\$16,848 .00
Water Cost	\$8,701.57
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TOTAL	\$25,549.57

**Cost Breakdown**

Per month cost = \$2,129.13

Per space cost (593 parking spaces) = \$3.59



CITY OF TORRANCE  
REDEVELOPMENT  
AGENCY

September 21, 2007

Weiss Family Ltd Partnership  
P.O. Box 1003  
Palos Verdes Estates CA 90274

SUBJECT: Estimated Cost of Maintenance Parking Spaces in the Meadow  
Park Parking District

Dear Weiss Family Ltd Partnership:

Our records indicated that you are the owner of property in the Meadow Park Redevelopment Project Area and a participant in the Meadow Park Parking District. Our records further indicate that your property has been granted the rights to use 32 parking spaces in the Lot. Along with that right the deed conveys the owner of the property to pay a pro rata share of the estimated cost of maintenance of the 593 spaces in the lot based on the parking spaces granted. The City will be paying for 49 parking spaces to help alleviate some of the maintenance costs.

Frank Scotto, Chairman

MEMBERS

Gene Barnett

Tom Brewer

Gene Drevno

Paul M. Nowatka

Bill Sutherland

Hope Witkowski

LeRoy J. Jackson  
Executive Director

Jeffery W. Gibson  
Deputy Executive Director

John L. Fellows III  
Agency Counsel

Sue Herbers  
Agency Secretary

Linda Barnett  
Agency Treasurer

This year's estimated cost is \$3.59 per space per month or \$43.08 per space per year (the same cost as last year). Based on this rate, staff calculates your pro rata cost for this year to be \$1,378.56. Please note that the City plans to re-stripe the parking lot which will affect next year's maintenance cost.

Staff intends to present this recommendation to the City Council, sitting as the Redevelopment Agency, on October 9, 2007. Please review the information above and let us know if the information on your grant is inaccurate or if you no longer own the property so that we can bill appropriately. We would appreciate your input by October 1, 2007. Input can be provided either in writing or verbally.

If you wish to submit information verbally or have any questions please contact Carolyn Chun at (310) 618-5990.

Sincerely,

Jeffery W. Gibson  
Deputy Executive Director

By

  
Ted Semaan, Manager  
Transportation Planning,  
Development Engineering &  
Records Division

3031 Torrance Boulevard  
Torrance, California 90503  
(310) 618-5990  
FAX: (310) 618-5829

Sent Certified Mail & Return Receipt: 7003 1680 0005 3848 8502

## LIST OF PROPERTY OWNERS PARTICIPATING IN THE MEADOW PARK PARKING DISTRICT

<u>PROPERTY OWNERS</u>	<u>NUMBER OF GRANTED PARKING SPACES</u>
Del Amo Construction Inc. 23840 Madison Street Torrance CA 90505	53
Weiss Family Ltd Partnership P.O. Box 1003 Palos Verdes Estates CA 90274	32
Weiss Family Ltd Partnership P.O. Box 1003 Palos Verdes Estates CA 90274	24
Meadow Park Theme Center, Inc. c/o Kay Properties 23828 Hawthorne Blvd. Suite 200 Torrance CA 90505	227
Jerry & Carole Conrow 23871 Madison Street Torrance CA 90505	48
Spacecraft Machine Products 23880 Madison Street Torrance CA 90505	66
Yantz Holdings LLS 800 Pacific Coast Highway Redondo Beach CA 90277	24
Torrance Airport Business Center c/o Kay Properties 23828 Hawthorne Blvd Suite 200 Torrance CA 90505	70