

**City of Culver City, California
Agenda Item Report**

Meeting Date: 5/27/2014		Item Number: <u>C-3</u>	
CITY COUNCIL AGENDA ITEM: Adoption of a Resolution (1) Approving the Engineer's Report, (2) Declaring the City Council's Intention to Order the Levy of Annual Assessments for Fiscal Year 2014/2015, and (3) Setting the Date, Time, and Place for the Public Hearing to be June 23, 2014 at 7:00 PM in the Mike Balkman Council Chambers for the West Washington Boulevard Benefit Assessment District No. 2.			
Contact Person/Dept.: Elaine Warner/CDD		Phone Number: (310) 253-5777	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Commission Action Required: Yes ☐ No ☒ Date: _____			
Public Notification: (E-Mail) Meetings and Agendas – City Council (05/21/14)			
Department Approval: Sol Blumenfeld (05/20/14)		City Attorney Approval: Carol Schwab (by H. Baker) (05/21/14)	
Chief Financial Officer Approval: Jeff Muir (05/21/14)		City Manager Approval: John M. Nachbar (05/21/14)	
<u>RECOMMENDATION</u> Staff recommends the City Council adopt a resolution: 1. Approving the Engineer's Report for the West Washington Boulevard Benefit Assessment District No. 2; 2. Declaring its intention to order the levy of annual assessments for Fiscal Year 2014/2015; and, 3. Setting a Public Hearing for June 23, 2014 at 7:00 PM in the Mike Balkman Council Chambers. <u>BACKGROUND</u> In July 2010, the West Washington Assessment District No. 2 was formed to fund the maintenance of three new landscaped medians between Centinela Avenue and Boise Avenue. <u>DISCUSSION:</u> The annual assessment includes costs for landscape maintenance, utilities, County fees, and administration of the District. During the first year of formation, funds were			

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levied and collected for the District to formulate a reserve fund. This fund was created to cover unforeseen expenses not normally included in the yearly maintenance costs. This may include, but is not limited to, palm tree replacement, repair or damaged equipment due to vandalism, storms and other similar events.

Per the Resolution of Initiation adopted by the City Council on May 12, 2014 an Engineer's Report has been prepared and is on file with the City Clerk and is submitted herewith to the City Council.-A Resolution of Intention has been prepared, which, if adopted, would approve the Engineer's Report, declare the City Council's intention to levy and collect assessments for the upcoming fiscal year, and set the date, time and place for the public hearing to be June 23, 2014 at 7:00 PM in the Mike Balkman Council Chambers as required by Culver City Municipal Code Section 15.01.070.

Should the City Council adopt the proposed resolution, the City Clerk shall provide notice of the public hearing by causing the Resolution of Intention to be published at least 10 days prior to the date of the hearing. The public hearing is tentatively scheduled for June 23, 2014 at 7:00 PM in the Mike Balkman Council Chambers.

FISCAL ANALYSIS:

The Engineer's Report calculates the maximum maintenance and administration budget for Fiscal Year 2014/2015 to be \$20,560 which includes a CPI increase of approximately .54% based on the February Consumer Price Index for All Urban Consumers for the Los Angeles, Riverside and Orange County Area. However, the estimated reserve balance for this assessment district, as of June 30, 2014, is anticipated to be \$15,845. State law requires that only 50% of the annual assessment budget may be set-aside in the reserve fund. Fifty percent of the annual budget is \$10,280. Therefore, the remaining portion of the reserve balance, \$5,565 has been applied to the Fiscal Year 2014/2015 budget. The total balance to levy for Fiscal Year 2014/2015 is \$14,995.

ATTACHMENTS:

Attachment 1 – Engineer's Report
Attachment 2 – Resolution of Intention

MOTION:

That the City Council:

Adopt a Resolution (1) approving the Engineer's Report, (2) declaring the City Council's intention to levy and collect assessments for the West Washington Boulevard Assessment District No. 2 for Fiscal Year 2014/2015, and (3) setting the time, date and place for a Public Hearing on June 23, 2014 at 7:00 PM in the Mike Balkman Council Chambers.