

City of Culver City, California  
City Council Agenda Item Report

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| Meeting Date: June 6, 2011                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | Item Number: <u>C-9</u>                                                                |  |
| <b>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 2011/2012; and (3) Setting the Date, Time and Place for the Public Hearing to be Monday, June 27, 2011 at 7:00 PM in the City Council Chambers for the West Washington Boulevard Benefit Assessment District Number 1.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |                                                                                        |  |
| Contact Person/Dept.: Elaine Warner                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  | Phone Number: 310.253.5777                                                             |  |
| Fiscal Impact: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | General Fund: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>      |  |
| Public Hearing: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  | Action Item: <input type="checkbox"/> Attachments: <input checked="" type="checkbox"/> |  |
| Commission Action Required: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |                                                                                        |  |
| Public Notification: (E-Mail) Meetings and Agendas – City Council (06/01/11); Property Owners in West Washington Assessment District No. 1 (05/31/11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                        |  |
| Department Approval:<br>Sol Blumenfeld (05/25/11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  | City Attorney Approval:<br>Carol A. Schwab (by H. Baker) (06/01/11)                    |  |
| Chief Financial Officer Approval:<br>Jeff Muir (by N. Kimball) (06/01/11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  | City Manager Approval:<br>John M. Nachbar (06/01/11)                                   |  |
| <p><b><u>RECOMMENDATION</u></b></p> <p>Staff recommends the City Council adopt a resolution (1) approving the Engineer's Report for the West Washington Boulevard Benefit Assessment District No. 1; (2) declaring the City Council's intention to order the levy of annual assessments for the West Washington Boulevard Benefit Assessment District Number 1; and, (3) setting the time and place for the Public Hearing for June 27, 2011 at 7:00 p.m. in the Mike Balkman Council Chambers.</p> <p><b><u>BACKGROUND</u></b></p> <p>In June 2009, the West Washington Boulevard Assessment District No. 1 was formed to fund the maintenance of five new landscaped medians proposed between Beethoven Street and Rosabell Avenue. Over the last year, the medians were constructed and have been completed.</p> <p><b><u>DISCUSSION:</u></b></p> <p>The annual assessment includes costs for median maintenance, County fees, and administration of the District. Over the last year, funds have been expended to cover these costs since the medians' completion. During the first year, funds were levied and collected for the District to formulate a reserve fund. This fund will be utilized in</p> |  |                                                                                        |  |

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the event that there are unforeseen expenses not normally included in the yearly maintenance costs. This may include, but is not limited to, palm tree replacement, repair of damaged equipment due to vandalism or inclement weather, and other similar events.

Per the Resolution of Initiation adopted by the City Council on May 23, 2011 an Engineer's Report has been prepared and is on file with the City Clerk and is submitted herewith to the City Council. . This evening, the City Council is asked to adopt a resolution (1) approving the Engineer's Report, (2) declaring the City Council's intention to levy and collect assessments for the upcoming fiscal year; and (3) setting the time and place for the public hearing as required by Culver City Municipal Code (CCMC) Section 15.01.070.

Should the City Council adopt the proposed resolution, pursuant to 15.01.070(G) of the CCMC, the City Clerk shall give 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 scheduled for June 27, 2011.

**FISCAL ANALYSIS:**

The Engineer's Report calculates the maximum maintenance and administration budget for Fiscal Year 2011/2012 to be \$18,569.36, which includes an increase of approximately 2.27% based on the February Consumer Price Index for All Urban Consumers for the Los Angeles, Riverside and Orange County Area. The annual assessment shall not exceed the maximum assessment; however, the City Council may levy a lower assessment.

Additionally, after the first year of collection, the reserve fund balance may only be at 50% of the total maximum assessment for the upcoming year. Due to the full collection of the reserve fund in Fiscal Year 2009/2010 and partial collection in Fiscal Year 2010/2011, a portion of the reserve fund collected is required to offset the proposed annual levy for Fiscal Year 2011/2012. This amount is estimated at \$14,812.63. Given this offset, the remaining estimated expenditure balance of \$3,656.80 calculated in the Engineer's Report is proposed to be levied for Fiscal Year 2011/2012.

**ATTACHMENTS:**

1. Area Improvement Plan Map
2. Engineer's Report
3. Proposed Resolution

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**MOTION:**

That the City Council:

Adopt a resolution (1) approving the Engineer's Report; (2) declaring its intention to order the levy for West Washington Boulevard Assessment District No. 1; and (3) setting the time and place for the Public Hearing to be Monday, June 27, 2011 at 7:00 PM in the City Council Chambers in compliance with Proposition 218 and Article XIID of the California Constitution.