

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

Meeting Date: July 2, 2012		Item Number: <u>C-10</u>	
AGENDA ITEM: Adoption of a Resolution Approving the Engineer's Report and Declaring the City Council's Intention to Order the Levy of Annual Assessments for the West Washington Boulevard Benefit Assessment District Number 1.			
Contact Person/Dept.: Elaine Warner		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: Meetings and Agendas – City Council (06/28/12); Property Owners in West Washington Assessment District No. 1 (5.25.15)			
Department Approval: Sol Blumenfeld (06/27/12)		City Attorney Approval: Carol Schwab (by H. Baker) (06/27/12)	
Chief Financial Officer Approval: Jeff Muir (06/28/12)		City Manager Approval: John Nachbar (06/28/12)	

RECOMMENDATION

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) declare the City Council's intention to order the levy of annual assessments; and, 3) set the date, time, and place for the Public Hearing for the West Washington Boulevard Benefit Assessment District Number 1. .

BACKGROUND

In June 2009, the West Washington Boulevard Benefit Assessment District No. 1 was formed to fund the maintenance of five new landscaped medians installed between Beethoven Street and Rosabell Avenue.

DISCUSSION:

The annual assessment includes costs for landscape maintenance, utilities, County fees and administration of the District. During the first year of formation, funds were 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, and repair of damaged equipment due to vandalism, storms and other similar events.

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Per the Resolution of Initiation approved on May 14, 2012, an Engineer's Report has been prepared and is on file with the City Clerk and is hereby submitted to the City Council.

This evening, the City Council is asked to adopt a resolution which (1) approves the Engineer's Report, (2) declares the City Council's intention to levy and collect assessments for Fiscal Year 2012/2013, and (3) sets the date, time, and place for the public hearing as required by CCMC Section 15.01.070.

Should the City Council adopt the proposed resolution, pursuant to CCMC Section 15.01.070.G, 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 July 23, 2012.

FISCAL ANALYSIS:

The Engineer's Report calculates the maximum maintenance and administration budget for Fiscal Year 2012/2013 to be \$18,958.25, which includes a CPI increase of approximately 2.09% based on the February Consumer Price Index for All Urban Consumers for the Los Angeles, Riverside and Orange County Area. This constitutes the Maximum Assessment. Per State law, however, the assessment district may only carry six months of reserve in any given year. The current reserve balance is \$15,302.05 and six months of reserve funds relative to direct maintenance costs total \$7,588.40. Thus, there are \$7,713.65 extra in excess reserve funds that must be credited against the Maximum Annual Assessment of \$18,938.25 resulting in the net annual levy of \$11,244.60.

Over the past year, there has been some minor damage to the medians including palm tree displacement (due to a wind storm) and damage to a backflow device resulting in a \$2,350 expenditure from reserve funds. As previously approved, the District will also fund a portion of the existing median replanting improvements currently being constructed.

ATTACHMENTS:

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

MOTION:

That the City Council:

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Adopt a resolution (1) approving the Engineer's Report, (2) declaring the City Council's intention to order the levy for the West Washington Boulevard Assessment District No. 1, and (3) setting the date, time and place for the Public Hearing to be July 23, 2012 at 7:00 PM in the City Council Chambers.