

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

Meeting Date: 5/28/2013		Item Number: <u>C-8</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 2013/2014, and (3) Setting the Date, Time, and Place for the Public Hearing to be June 24, 2013 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 (05/21/13)			
Department Approval: Sol Blumenfeld (05/16/13)		City Attorney Approval: Carol Schwab (by H. Baker) (05/21/13)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (05/21/13)		City Manager Approval: John Nachbar (05/21/13)	
<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 2013/214; 3. Setting a Public Hearing for June 24, 2013 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 April 22, 2013 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 24, 2013 at 7:00 PM in the Mike Balkman Council Chambers as required by CCMC 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 24, 2013 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 2013/2014 to be \$20,453.90 which includes a CPI increase of approximately 2.22% based on the February Consumer Price Index for All Urban Consumers for the Los Angeles, Riverside and Orange County Area. The estimated reserve balance for this assessment district, as of June 30, 2013, is anticipated to be \$8,930.00.

Overall, the medians have been thriving. In April 2013, Public Works replaced a number of lighting ballasts that were dysfunctional. Approximately \$730.00 was allocated from the reserve fund to fund these repairs.

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 2013/2014, and (3) setting the time, date and place for a Public Hearing on June 24, 2013 at 7:00 PM in the Mike Balkman Council Chambers.