

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

|                                                                                                                                                                                                                                                                                                             |  |                                                                                        |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------------|--|
| Meeting Date: July 2, 2012                                                                                                                                                                                                                                                                                  |  | Item Number: <u>C-11</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, and (3) Setting the Date, Time, and Place for the Public Hearing for the West Washington Boulevard Benefit Assessment District No. 2.</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: Meetings and Agendas – City Council (06/28/12)                                                                                                                                                                                                                                         |  |                                                                                        |  |
| Department Approval:<br>Sol Blumenfeld: 06/27/12                                                                                                                                                                                                                                                            |  | City Attorney Approval:<br>Carol Schwab (by H. Baker) (06/27/12)                       |  |
| Chief Financial Officer Approval:<br>Jeff Muir (06/28/12)                                                                                                                                                                                                                                                   |  | City Manager Approval:<br>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 2.

**BACKGROUND**

In July 2010, the West Washington Boulevard Benefit Assessment District No. 2 was formed to fund the maintenance of three new landscaped medians proposed between Centinela Avenue and Boise Avenue. Construction was completed in December 2011 and maintenance efforts have been underway since January 2012.

**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.

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

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 \$20,009.05 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 is 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 \$18,939.11 and six months of reserve funds relative to direct maintenance costs total \$8,114.68. Thus, there are \$10,824.43 in excess reserve funds that must be credited against the Maximum Assessment of \$20,009.05, resulting in the net annual levy of \$9,184.62.

Shortly after construction was completed, a wind storm displaced three newly planted palm trees. Replacement trees were purchased and stored until they could safely be replanted. Replanting costs were \$660 and were paid for out of reserve funds.

**ATTACHMENTS:**

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

**MOTION:**

That the City Council:

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

Adopt a resolution (1) approving the Engineer's Report, (2) declaring the City Council's intention to order the levy 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 for the West Washington Boulevard Assessment District No. 2.