

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

Meeting Date: 5/11/15	Item Number: <u>C-13</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 2015/2016, and (3) Setting the Date, Time, and Place for a Public Hearing to be Monday, June 8, 2015 at 7:00 PM in the Mike Balkman Council Chambers for the West Washington Boulevard Benefit Assessment District No. 1.	
Contact Person/Dept.: Elaine Warner	Phone Number: (310) 253-5777
Fiscal Impact: Yes <input type="checkbox"/> No <input checked="" 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 type="checkbox"/>	Date: _____
Public Notification: (E-Mail) Meetings and Agendas – City Council (05/06/15); Assessment District Property Owners (04/29/15)	
Department Approval: Sol Blumenfeld (05/05/15)	City Attorney Approval: Carol Schwab (by H. Baker) (05/06/15)
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (05/06/15)	City Manager Approval: John M. Nachbar (05/06/15)
<p><u>RECOMMENDATION:</u></p> <p>Staff recommends the City Council adopt a resolution approving the Engineer's Report for the West Washington Boulevard Benefit Assessment District No. 1, declaring its intention to order the levy of annual assessments for Fiscal Year 2015/2016, and setting a Public Hearing for June 8, 2015 at 7:00 PM in the Mike Balkman Council Chambers.</p> <p><u>BACKGROUND:</u></p> <p>In June 2009, the West Washington Assessment District No. 1 was formed to fund the maintenance of five new landscaped medians installed between Beethoven Street and Rosabell Avenue as well as new expenses (electricity) associated with the refurbishment of six medians at between Rosabell Avenue and Wade Street.</p> <p><u>DISCUSSION</u></p> <p>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 establish a reserve fund. This fund was created to cover unforeseen expenses not normally included in the yearly maintenance costs. The proceeds may be used to fund palm tree replacement, repair damaged equipment due to vandalism, storms and other similar events.</p>	

City of Culver City, California
Agenda Item Report

Per the Resolution of Initiation adopted by the City Council on April 13, 2015 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 that approves the Engineer's Report, declares the City's intention to levy and collect assessments for the upcoming fiscal year, and sets the date, time and place for the public hearing as required by Culver City Municipal Code Section 15.01.070. Should the City Council adopt the proposed resolution, the City Clerk will 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 scheduled for June 8, 2015 at 7:00 PM in the Mike Balkman Council Chambers.

FISCAL ANALYSIS:

The Engineer's Report calculates the maintenance and administration budget for Fiscal Year 2015/2016 to be \$17,300 which includes a CPI increase of approximately .10% 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, 2015, is anticipated to be \$14,903. State law requires that only 50% of the annual assessment may be set-aside in the reserve fund. Fifty percent of the current annual budget is \$8,650. Therefore, the remaining portion of the reserve balance, \$6,253.52, has been applied to the Fiscal Year 2015/2016 budget. The total balance to levy for Fiscal Year 2015/2016 is \$11,046.34.

ATTACHMENTS:

1. Engineer's Report
2. Proposed Resolution

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. 1, and (3) setting the time, date and place for a Public Hearing on June 8, 2015 at 7:00 PM in the Mike Balkman Council Chambers.