



City of Culver City

Staff Report

File #: 19-1170, Version: 1

Item #: C-3.

CC - 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 2019/2020, and (3) Setting the Date, Time, and Place for a Public Hearing for the West Washington Boulevard Benefit Assessment District No. 1.

Meeting Date: May 28, 2019

Contact Person/Dept: Elaine Warner/CDD
Todd Tipton/CDD

Phone Number: (310) 253-5777
(310) 253-5783

Fiscal Impact: Yes No

General Fund: Yes No

Public Hearing:

Action Item:

Attachments: Yes No

Commission Action Required: Yes No

Commission Name:

Public Notification: (E-Mail) Meetings and Agendas - City Council (05/22/19);
(Mail) Property Owners in West Washington Assessment District No. 1 (05/13/19)

Department Approval: Sol Blumenfeld, Community Development Director (05/07/19)

RECOMMENDATION

Staff recommends 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 10, 2019, at 7:00 p.m. in the Mike Balkman Council Chambers.

BACKGROUND

In June 2009, the West Washington Assessment District No. 1 (District) was formed to:

1. Fund annual costs associated with five new landscaped medians installed in Washington

- Boulevard between Beethoven Street and Rosabell Avenue; and
2. Fund annual costs associated with the refurbishment of six medians between Rosabell Avenue and Wade Street.

Annual costs include landscape maintenance, utilities (water and electrical), County fees, and administration of the District. The annual costs are collected as an assessment.

Pursuant to a Resolution adopted by the City Council on May 13, 2019, an Engineer's Report was prepared for the District and filed with the City Clerk. A copy of the Engineer's Report is attached to this report for the City Council's consideration.

DISCUSSION

The City Council is asked to adopt a Resolution of Intention (1) approving the Engineer's Report; (2) declaring the City's intention to levy and collect assessments for the upcoming fiscal year; and (3) setting the date, 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 CCMC Section 15.01.070.G, the City Clerk will notice the public hearing by publishing the Resolution of Intention at least 10 days prior to the date of the hearing. The public hearing is scheduled for June 10, 2019 at 7:00 p.m. in the Mike Balkman Council Chambers.

In Fiscal Year 2018-19, improvement funds were allocated to repair and replant the medians between Rosabell Avenue and Wade Street. A bid was issued in December 2018 for this work, however the bids received exceeded the project budget. The lowest responsive bid was rejected by City Council in January 2019. Staff is exploring the benefits of waiving the bidding requirements for this project and will return to Council in July 2019 for further direction for median repair.

FISCAL ANALYSIS

The Engineer's Report for Fiscal Year 2019/2020 estimates the annual maintenance costs for water, electricity, administrative services and landscape maintenance at \$14,850. An additional \$10,000 has also been budgeted to implement electrical repairs and lighting enhancements per the median improvement plans developed in November 2018. The total FY 2019/2020 Budget of \$24,850 has been budgeted in Acct. No. 42516510. The total assessment levy is \$21,049.68, which includes a rounding adjustment. The estimated shortfall of \$3,800 for FY 2019/2020 will be paid from fund balance.

The fiscal year ending improvement fund balance, as of June 30, 2019, is estimated to be \$8,103. Any remaining surplus will serve as a reserve to pay for unforeseen expenses not included in the annual maintenance budget.

ATTACHMENTS

1. FY 2019/20 W. Washington No. 2 - Engineer's Report
2. Proposed 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. 1; and (3) setting the time, date and place for a Public Hearing on June 10, 2019 at 7:00 p.m. in the Mike Balkman Council Chambers.