



# City of Culver City

## Staff Report

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File #: 19-1278, Version: 1

Item #: C-7.

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**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. 2.**

**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. 2 (05/16/19)

**Department Approval:** Sol Blumenfeld, Community Development Director (05/22/2019)

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### **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. 2, 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 July 2010, the West Washington Assessment District No. 2 (District) was formed to fund the maintenance of three new landscaped medians between Centinela Avenue and Boise Avenue. The

District has remained in place since.

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 consideration by the City Council. Power washing of sidewalks within the District has been added to the list of improvements for Fiscal Year 2019/20. There are no other items being added to the list of improvements that was created when the District was formed, nor are there any changes to existing improvements.

## **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 have been utilized (and/or encumbered) to increase weed removal and trash collection, convert median irrigation to drip system (versus spray), remove debris from the City's Culver Public Market property, power wash sidewalks throughout the district and develop a canopy street tree and furniture infill plan.

## **FISCAL ANALYSIS**

The Engineer's Report for Fiscal Year 2019/20 estimates the annual maintenance costs for water, electricity, administrative services and landscape maintenance at \$17,750. An additional \$6,700 has also been budgeted to implement the first phase of the street tree and furniture infill plan currently in development. The total budget is \$29,950 which exceeds the maximum amount (\$21,457.66) that can be levied pursuant to State law.

To address this approximate \$8,492 shortfall, staff will carry over any unspent budget funds from FY 2018/2019 to Fiscal Year 2019/20 to fund the proposed budget and remain within the allowable maximum. The total assessment levy for FY 2019/2020 will therefore be approximately \$21,457.66.

The fiscal year ending improvement fund balance, as of June 30, 2019, is estimated to be \$6,965. This surplus will serve as a reserve fund to pay for unforeseen expenses not included in the annual maintenance budget.

## **ATTACHMENTS**

1. Washington Boulevard No. 2 - Engineer's Report
2. Washington Boulevard No. 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. 2; 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.