



# City of Culver City

Mike Balkman  
Council Chambers  
9770 Culver Blvd.  
Culver City, CA 90232  
(310) 253-5851

## Staff Report

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File #: 24-979, Version: 1

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**CC - CONSENT 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 2024/2025, 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, 2024

**Contact Person/Dept:** Elaine Warner/Office of Economic and Cultural Development

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

**Fiscal Impact:** Yes  No       **General Fund:** Yes  No

**Attachments:** Yes  No

**Commission Action Required:** Yes  No       **Date:**

**Commission Name:**

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (05/08/2024), (05/08/2024);  
Affected Property Owners within the Assessment District (05/15/2024)

**Department Approval:** Jesse Mays, Assistant City Manager (05/08/2024)

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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 Fiscal Year 2024/2025 for the West Washington Boulevard Assessment District No. 2, and (3) setting the time, date and place for a Public Hearing on June 10, 2024.

### **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.

On April 29, 2024, the City Council adopted a resolution adopting an Engineer's Report for the District. A copy of the Engineer's Report is attached for consideration by the City Council.

## **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, 2024 at 7:00 p.m. in the Mike Balkman Council Chambers at City Hall. Instructions on how to attend the meeting will be included in the published notice.

## **FISCAL ANALYSIS**

The Engineer's Report for Fiscal Year 2024/2025 estimates the annual maintenance costs for water, electricity, administrative services and landscape maintenance at approximately \$30,800. This includes a \$20,000 allocation for plant/mulch replacement within the AIP Phase II medians. Approximately \$37,636 remains in the Fiscal Year 2023/2024 Improvement Fund account (No. 42516520) which is available to be carried over. Staff also recommends that \$10,000 be set-aside as a reserve for unforeseen damages and any unallocated funds be carried over and used to reduce the Fiscal Year 2024/2025 levy. Per this recommendation, the proposed levy for Fiscal Year 2024/2025 is approximately \$8,320.57.

## **ATTACHMENTS**

1. Fiscal Year 2024/2025 Washington Boulevard 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. 2; and (3) setting the time, date and place for a Public Hearing on June 10, 2024 at 7:00 p.m.