



City of Culver City

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

Staff Report

File #: 15-807, **Version:** 1

Item #: C-5.

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 2016/2017, and (3) Setting the Date, Time, and Place for a Public Hearing to be Monday, July 11, 2016 at 7:00 PM in the Mike Balkman Council Chambers for the West Washington Boulevard Benefit Assessment District No. 2.

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

Phone Number: (310) 253-5777

Fiscal Impact: Yes ☒ No ☐

General Fund: Yes ☐ No ☒

Public Hearing: ☐

Action Item: ☐

Attachments: Yes ☒ No ☐

Commission Action Required: Yes ☐ No ☒ Date:

Public Notification: (E-Mail) Meetings and Agendas - City Council (06/08/16); Mailed Notice to Property Owners in the Assessment District (06/02/16)

Department Approval: Sol Blumenfeld, Director of Community Development (06/03/16)

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 July 11, 2016 at 7:00 PM in the Mike Balkman Council Chambers.

BACKGROUND

In July 2010, the West Washington Assessment District No. 2 was formed to fund the maintenance of three new landscaped medians in Washington Boulevard between Centinela Avenue and Boise Avenue. Annual costs include landscape maintenance, utilities, 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 9, 2016, 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. There were no changes or new improvements proposed for the District.

DISCUSSION

This evening, 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 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 July 11, 2016 at 7:00 PM in the Mike Balkman Council Chambers.

Staff proposes that the levy amount remain the same for Fiscal Year 2016/2017.

FISCAL ANALYSIS

The Engineer's Report calculates the maintenance and administration budget for Fiscal Year 2016/2017 to be \$20,100 which includes a CPI increase of approximately 2.41 percent based on the February Consumer Price Index for All Urban Consumers for the Los Angeles, Riverside and Orange County Area.

Since the District was formed in 2010, funds have been collected and placed in a Reserve Fund. This fund pays for unforeseen expenses such as palm tree replacement, repair or damaged equipment due to vandalism, storms and other similar events not normally included in the annual maintenance costs. The estimated balance of the Reserve Fund as of June 30, 2016, is approximately \$10,400.

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 \$10,050. The estimated reserve fund is \$350 higher than the allowable set-aside. Therefore, \$350 has been applied to the Fiscal Year 2016/2017 budget. The total balance to levy for Fiscal Year 2016/2017 is reduced to \$19,750.

ATTACHMENTS

1. Engineer's Report - WW Assessment District No. 2
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. 2, and (3) setting the time, date and place for a Public Hearing on July 11, 2016 at 7:00 PM in the Mike Balkman Council Chambers.