



City of Culver City

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

Staff Report

File #: 16-1011, **Version:** 1

Item #: C-11.

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 2017/2018, 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 30, 2017

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 (05/24/17); Mailed Notice to Property Owners in the Assessment District (05/16/17)

Department Approval: Sol Blumenfeld, Community Development Director (05/17/17)

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 26, 2017, at 7:00 PM 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 8, 2017, 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.

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 June 26, 2017 at 7:00 PM in the Mike Balkman Council Chambers.

FISCAL ANALYSIS

The Engineer's Report identifies the budget for Fiscal Year 2017/18 as \$40,600 (\$18,400 for annual maintenance and administration costs, and \$22,200 in unforeseen expenses). The unforeseen expenses relate to damage caused by vehicles, and the replacement/redesign of lighting in several of the medians. Due to a surplus in the Improvement Fund, the levy for Fiscal Year 2017/2018 is \$12,759.

Improvement Fund balance

Since the District was formed in 2009, funds have been collected to pay for unforeseen expenses related to damage, vandalism, storms and other events not normally included in the annual maintenance cost. The existing Improvement Fund balance is \$37,041.

State law allows the City to use 50 percent of the \$18,400 in annual maintenance and administration costs (\$9,200) to fund expenses until the City receives its first apportionment of the special assessments and taxes collected by the County in December. After the reserve is deducted, the balance of the Improvement Fund will be \$27,841 (\$37,041 - \$9,200).

The Improvement Fund will be used to fund the \$22,200 in unforeseen expenses and the remaining \$5,641 (\$27,841 - \$22,200) will be carried over as a credit to the annual levy. Therefore, the total balance to levy for Fiscal Year 2017/2018 is \$12,759.

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 26, 2017 at 7:00 PM in the Mike Balkman Council Chambers.