



# 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 #:** 18-01409, **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 2018/2019, and (3) Setting the Date, Time, and Place for a Public Hearing for the West Washington Boulevard Benefit Assessment District No. 1.**

**Meeting Date:** July 9, 2018

**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 (07/03/18); Mailed Notice to Property Owners in the Assessment District (06/27/18)

**Department Approval:** Sol Blumenfeld, Community Development Director (06/29/18)

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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. 1, and (3) setting the time, date and place for a Public Hearing on July 23, 2018, 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 29, 2018, 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 provide notice of the public hearing by publishing the Resolution of Intention at least 10 days prior to the date of the public hearing. The public hearing is scheduled for July 23, 2018 at 7:00 p.m. in the Mike Balkman Council Chambers.

## **FISCAL ANALYSIS**

The Engineer's Report for Fiscal Year 2018/19 estimates the annual maintenance costs for water, electricity, administrative services and landscape maintenance at \$15,700, which will be utilized to determine the annual levy.

Since the District was formed in 2009, funds from the annual levy that were not expended were deposited in an Improvement fund to pay for unforeseen expenses not included in the annual maintenance cost. The existing Improvement Fund balance is approximately \$32,160. For FY 2018/19, approximately \$24,310 of the Improvement Fund will be used to replace damaged decorative median planter panels, three large trees (one silk floss and two palm trees), and shrubs and ground cover planting. The remaining \$7,850 will be used as contingency and any unspent funds will be carried over to FY 2019/20.

## **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 July 23, 2018 at 7:00 PM in the Mike Balkman Council Chambers.