



# City of Culver City

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## Staff Report

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**File #:** 21-976, **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 2021/2022, 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 24, 2021

**Contact Person/Dept:** Elaine Warner CDD/Economic Development  
Todd Tipton CDD/Economic Development

**Phone Number:** (310) 253-5777  
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**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 (05/20/2021);  
(Mail) Property Owners in West Washington Assessment District No. 1 (05/11/2021)

**Department Approval:** Sol Blumenfeld, Community Development Director (05/18/2021)

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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 June 14, 2021, at 7:00 p.m. via video conference.

### **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 funded by the assessment district and collected as an assessment.

Pursuant to a Resolution adopted by the City Council on April 12, 2021, 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 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 14, 2021 at 7:00 p.m. via video conference. Instructions on how to attend the meeting will be included in the published notice.

Staff is working with the Public Works Department to obtain estimates to repair and replant the medians, located at the intersection of Zanja Avenue and Wade Street due to a vehicular accident. Additional replanting is also proposed for the five medians between Rosabell Avenue and Beethoven Street. Funding for this work will be carried over from the FY 2020/2021 budget.

## **FISCAL ANALYSIS**

The Engineer's Report for Fiscal Year (FY) 2021/2022 estimates the annual maintenance costs for water, electricity, administrative services and landscape maintenance to be \$18,658.

Approximately \$42,528 remains in the FY 2020/2021 Improvement Fund account (No. 42516510). Of this amount \$37,500 has also been appropriated for median repairs and replanting due to vehicular damage.

It is recommended that unspent funds be carried over and used to reduce the FY 2021/2022 levy during the COVID-19 pandemic. As a result, the proposed levy for FY 2021/2022 is approximately \$13,630.

## **ATTACHMENTS**

1. FY 2021/22 W. Washington No. 1 - 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. 1; and (3) setting the time, date and place for a Public Hearing on June 14, 2021 at 7:00 p.m. via video conference.