

**City of Culver City, California
Agenda Item Report**

Meeting Date: 11/7/11		Item Number: C-4	
CITY COUNCIL AGENDA ITEM: Adoption of a Resolution of Initiation for Establishment of a Benefit Assessment District for the West Washington Area Improvement Plan, Phase IV Project and Ordering the Preparation of an Assessment Engineer's Report.			
Contact Person/Dept.: Elaine Warner		Phone Number: 310.253.5777	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-Mail) Agenda and Meetings – City Council (11/03/11); Letter to Property Owners (10/10/11)			
Department Approval: Sol Blumenfeld (10/11/11)		City Attorney Approval: Carol A. Schwab (by H. Baker) (11/07/11)	
Chief Financial Officer Approval Jeff Muir (11/02/11)		City Manager Approval: John M. Nachbar (11/03/11)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council adopt a Resolution of Initiation for establishment of a Benefit Assessment District in the West Washington Area Improvement Plan, Phase IV and order the preparation of an Assessment Engineer's Report. <u>BACKGROUND:</u> In 2007, the City Council and the Culver City Redevelopment Agency Board authorized implementation of an Area Improvement Plan to promote revitalization, encourage reinvestment, and eliminate blight. The program is targeted on the West Washington Boulevard corridor surrounding two catalytic redevelopment sites. In addition to property acquisition, increased code enforcement, and land planning, four programs were developed to meet these goals: a landscape median project, a commercial rehabilitation façade grant program, a “green zone” energy retrofit incentive program, and a graphic identity/banner program. Phase I for the landscaped median program, consisting of five medians located between Wade Street to Beethoven Street, was completed in December 2010. Construction of three medians in Phase II is currently underway (between Centinela Avenue and Boise Avenue) and completion is slated for October 2011. Phase III will consist of replanting of the existing five medians located near the intersection of Washington Boulevard and Washington Place. Construction documents are currently being prepared.			

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DISCUSSION:

To begin this process for Phase IV, the City Council must initiate the creation of an assessment district through a Resolution of Initiation. A Resolution of Initiation identifies the need and benefits for a prescribed area and affirms the City Council's desire to further study the annual maintenance costs and assessments for potential improvement through the preparation of an Assessment Engineer's Report.

To determine these costs, the City will hire a landscape architect to develop conceptual plans for streetscape medians with drought tolerant and low maintenance planting to ensure that costs are held to a minimum. Once completed these plans will be presented to the Community and to the City for comment and approval.

A Resolution of Intent will then be presented to the City Council which will set the time and place for the Public Hearing to consider formation of the assessment district. Ballots will be sent out prior to this time for property owners pass/fail vote to establish an assessment district. It is anticipated that this process will take approximately four months from initiation to completion.

The anticipated benefits of this assessment district will include beautification of the commercial corridor, increased commercial/retail interest in the area and introduction of sustainable plantings and practices.

FISCAL ANALYSIS:

In September 2011, an administrative contract with NBS consultants was approved for assistance in developing an assessment district for the Phase IV area. NBS will guide the City in developing the assessment calculations, annual budget, ballot creation, and recordation of the assessment roll with the County (should the assessment district be formed).

If the assessment district passes, the City will have some nominal recordation fees with the County to file the annual assessments. Funds for this project, including administrative and architectural costs, have been appropriated and will be funded from former Agency Tax Exempt bond funds now held by the City (Business Unit 48892695).

ATTACHMENTS:

1. Area Improvement Plan Boundaries
2. Resolution of Initiation

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MOTION:

That the City Council:

Adopt a Resolution of Initiation for establishment of a Benefit Assessment District in the West Washington Area Improvement Plan, Phase IV Project and order the Assessment Engineer's Report.