

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

Meeting Date: 04/08/2013		Item Number: <u>C-6</u>	
CITY COUNCIL AGENDA ITEM: Adoption of a Resolution Authorizing Direct Billing for the Collection of the Sewer User's Service Charges for the Purpose of Properly Assessing Each Parcel of Real Property in the City its Proportionate Share of Said Costs Pursuant to Culver City Municipal Code Section 5.02.035.E.			
Contact Person/Dept.: Mate Gaspar/PW		Phone Number: 310-253-5602	
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 (04/02/13)			
Department Approval: Charles D. Herbertson (03/28/13)		City Attorney Approval: Carol Schwab (by H. Baker) (04/01/13)	
Chief Financial Officer Approval: Jeff Muir (04/02/13)		City Manager Approval: John M. Nachbar (04/02/13)	

RECOMMENDATION:

Staff recommends the City Council adopt a resolution authorizing direct billing for the collection of the Sewer User's Service Charges (SUSC) for the purpose of properly assessing each parcel of real property in the City its proportionate share of said costs pursuant to Culver City Municipal Code Section 5.02.035.E.

BACKGROUND/DISCUSSION:

In 1980, based on an engineering study and the City Engineer's recommendation, the City Council initiated a once-a-year billing procedure for SUSC that places each property owner's charges on their property tax bill. This method of collection has generally proven to be very efficient and provides the lowest cost billing and collection service for Culver City.

For Fiscal Year 2012/2013, the City hired NBS to review and prepare the SUSC and submit them to the County Assessor's office. Additionally, a recent audit was conducted to determine if each parcel in the City was assessed the SUSC. There are a total of 13,294 parcels in the City that are assessed the SUSC. Thirty-eight properties (0.285% of the total number of parcels) were determined to have not been assessed the SUSC in Fiscal Year 2012/2013. These parcels were assessed the SUSC in other Fiscal Years. The reason for the omission was that Golden State Water Company installed new water meters at these particular parcels because the original meter was defective. Staff and the consultant did not learn that these water meter numbers were changed until after the due date for submittal to the County Assessor's Office.

City of Culver City, California
Agenda Item Report

The total amount of SUSC for the 38 parcels is \$48,455.04. This represents 0.640% of the total SUSC charges for Fiscal Year 2012/2013.

Should the City Council adopt the proposed resolution, staff will prepare a letter to accompany each bill that will explain the reason for use of this alternative method of billing for these properties this year. The remainder of the 13,256 parcels will continue to be charged the SUSC as part of their property tax bill issued by the Los Angeles County Tax Collector.

FISCAL ANALYSIS:

Approving this item would result in up to \$48,455.04 of revenue to the Sewer Fund that will otherwise not be recognized.

ATTACHMENT:

Proposed Resolution

MOTION:

That the City Council:

Adopt a resolution authorizing direct billing for the collection of the Sewer User's Service Charges for the purpose of properly assessing each parcel of real property in the City its proportionate share of said costs pursuant to Culver City Municipal Code Section 5.02.035.E.