

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

Meeting Date: 11/16/09		Item Number: <u>PH-1</u>	
CITY COUNCIL AGENDA ITEM: Adoption of a Resolution Initiating Proceedings for the Formation of Benefit Assessment District Washington Boulevard No. 2 , the Levy of Annual Assessments Therein and Ordering the Preparation of an Assessment Engineer's Report, in Relation to the West Washington Area Improvement Plan, Phase II Demonstration Project.			
Contact Person/Dept.: Elaine Warner		Phone Number: 310.253.5777	
Fiscal Impact: Yes ☐ No ☐		General Fund: Yes ☐ No ☐	
Public Hearing: [X]		Action Item: ☐ Attachments: [X]	
Commission Action Required: Yes ☐ No [X] Date:			
Public Notification: (E-Mail) Meetings and Agendas – City Council (11/11/09), (USPS) Letters to Property Owners within AIP (10/28/09)			
Department Approval: Sol Blumenfeld (10/28/09)		City Attorney Approval Carol Schwab (by H. Baker) (11/11/09)	
Chief Financial Officer Approval: Jeff Muir (by N. Kimball) (11/11/09)		City Manager Approval: Mark Scott (11/11/09)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council adopt a Resolution initiating proceedings for the formation of benefit assessment district Washington Boulevard No. 2 , the levy of annual assessments therein and ordering the preparation of an assessment engineer's report, in relation to the West Washington Area Improvement Plan, Phase II Demonstration Project. <u>PROCEDURE:</u> 1. Mayor calls on staff for a brief staff report. 2. Mayor seeks a motion to open the public hearing. 3. The City Council receives comment from public. 4. Mayor seeks a motion to close the public hearing after all testimony has been presented. 5. The City Council discusses the matter and arrives at its decision. <u>BACKGROUND:</u> In December 2007, the City Council approved an Area Improvement Plan along West Washington Boulevard generally between Wade Street and Beethoven Street (Attachment No. 1). A detailed boundary map is provided in Attachment No. 2. This plan is the first in a multi-phase project that will enhance the Washington Boulevard			

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corridor and stimulate private reinvestment to the area. A key component of this Area Improvement Plan involves the installation of streetscape medians funded by the Culver City Redevelopment Agency. These medians will be used strategically to “seed” the area for change with relatively low cost, but high visual impact medians.

On May 1, 2008, staff held a meeting for property owners within the Area Improvement Demonstration boundaries who favorably considered the concept of an AIP and the potential assessment district creation. While the Agency has proposed to fund the improvements, it will only do so if the on-going median maintenance is carried out through a property based assessment district.

DISCUSSION:

To begin this process, the City 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 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 Redevelopment Agency is currently working with 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 Redevelopment Agency for comment and approval.

A Resolution of Intent will then be presented to the Council which will set the time and place for the official Public Hearing to form 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, 2009, the Redevelopment Agency authorized an agreement with NBS consultants for assistance in developing an assessment district for the Phase II area. NBS will provide guidance in developing the assessment calculations, annual budget, ballot creation and recordation with the County. Sufficient funding to cover the contract with NBS has been included in the FY 2009-10 Adopted Redevelopment Agency Budget.

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If the assessment district passes, the City will have some nominal recordation fees with the County to file the annual assessments. These costs, however, can be included in the assessment to the property owners.

ATTACHMENTS:

1. Culver City Redevelopment Agency – 09.08.08 Staff Report
2. Area Improvement Plan Boundaries
3. Proposed Resolution

MOTION:

That the City Council:

Adopt a Resolution initiating proceedings for the formation of benefit assessment district Washington Boulevard No. 2 , the levy of annual assessments therein and ordering the preparation of an assessment engineer's report in relation to the West Washington Area Improvement Plan, Phase II Demonstration Project.