

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

Meeting Date: 04/22/2013		Item Number: <u>C-1</u>	
CITY COUNCIL AGENDA ITEM: Adoption of a Resolution Initiating Proceedings for the Levy and Collection of Annual Assessments for the Higuera Street Landscaping and Lighting Maintenance District and Ordering the Preparation of the Engineer's Report Thereon for Fiscal Year 2013/2014			
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 (04/16/2013);			
Department Approval: Charles D. Herbertson (04/10/13)		City Attorney Approval: Carol Schwab (by H. Baker) (04/15/13)	
Chief Financial Officer Approval: Jeff Muir (04/16/13)		City Manager Approval: John M. Nachbar (04/16/13)	

RECOMMENDATION:

Staff recommends the City Council adopt a resolution (1) initiating proceedings for the levy and collection of annual assessments for the Higuera Street Landscaping and Lighting Maintenance District and (2) ordering the preparation of the Engineer's Report thereon for Fiscal Year 2013/2014.

BACKGROUND/DISCUSSION:

The Higuera Street landscaping and lighting improvements were installed in 1995 at the request of the property owners. The Assessment District was formed and the boundary includes properties on both sides of Higuera Street between Lindblade Avenue and Hayden Avenue.

Pursuant to Section 15.01.070(C) of the Culver City Municipal Code (CCMC), the proposed resolution describes any proposed new, or changes in existing, improvements or services, or both and orders the Public Works Director/City Engineer to prepare and file the Engineer's Report. The amount of the assessment is expected to remain the same as prior years as there is no proposed new or change to existing improvements or services.

Pursuant to Sections 15.01.070(D) and (E) of the CCMC, should the City Council adopt the proposed resolution, the Public Works Director/City Engineer shall prepare the Engineer's Report. Upon its completion, the Engineer's Report shall be filed with the City Clerk, and the City Council shall be presented with a Resolution of Intention declaring the City Council's intent to levy the assessments for Fiscal Year 2013/2014 and set the date, hour, and place for the public hearing after which the City Council will consider levying the assessments for said Fiscal Year.

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FISCAL ANALYSIS:

The Engineer's Report will be prepared by the Engineering Division of the Public Works Department. Costs related thereto (estimated at \$1,500) will be charged to the Assessment District.

ATTACHMENT:

Proposed Resolution

MOTION:

That the City Council:

Adopt a Resolution initiating proceedings for the levy and collection of annual assessments for the Higuera Street Landscaping and Lighting Maintenance District and ordering the preparation of the Engineer's Report, thereon for Fiscal Year 2013/2014.