

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

Meeting Date: 05/23/2011		Item Number: <u>C-11</u>	
CITY COUNCIL AGENDA ITEM: Adoption of a Resolution Initiating Proceedings for the Levy and Collection of Annual Assessments for the Sewer User's Service Charge and Ordering the Preparation of the Engineer's Report Thereon for Fiscal Year 2011/2012			
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 (05/19/2011)			
Department Approval: Charles D. Herbertson 05/12/11)		City Attorney Approval: Carol Schwab (by H. Baker) (05/17/11)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (05/18/11)		City Manager Approval: John M. Nachbar (05/19/11)	

RECOMMENDATION:

Staff recommends the City Council adopt a resolution initiating proceedings for the levy and collection of annual assessments for the Sewer User's Service Charge and ordering the preparation of the Engineer's Report for Fiscal Year 2011/2012.

BACKGROUND/DISCUSSION:

Culver City obtains sewage treatment services at the City of Los Angeles' Hyperion Treatment Plant through an Amalgamated Agreement with the City of Los Angeles. This Agreement requires Culver City to pay a proportionate share of the costs of conveyance, operation, maintenance, repair and capital improvements to upgrade and improve the Amalgamated Sewerage system.

Culver City owns and operates a separate sewage collection system, which is connected to the Amalgamated system.

Federal law requires that all agencies approve a system of charges to the public to assure that each property served by a public sewer pays its fair share of costs for the operation, maintenance, and repair of the wastewater treatment facility. The "fair share" of each property is based on its contribution to the system in terms of flow quantity and sewage quality (biochemical oxygen demand and suspended solids). This is in addition to the cost experienced by Culver City in the collection, operation, and improvement of our own sewage collection and conveyance system.

In addition to formulating and adopting a system of sewer charges, the City must also select a system for collecting these charges. In 1980, based on an engineering study

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

Pursuant to Section 15.01.070(C) of the Culver City Municipal Code (CCMC), the proposed resolution presented to the City Council this evening describes any proposed new, or changes in existing, improvements or services, or both and orders the Director of Public Works/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 Section 15.01.070(D) and (E) of the CCMC, should the City Council adopt the proposed resolution, the Director of Public Works/City Engineer shall prepare (or cause to be prepared) 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 2011/2012 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.

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 Sewer User's Service Charge and ordering the preparation of the Engineer's Report thereon for Fiscal Year 2011/2012.