

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 09/08/08		Item Number: <u>A-1</u>	
AGENDA ITEM: Adoption of a Resolution Initiating Proceedings for the Formation of Benefit Assessment District West Washington Boulevard No. 1, the Levy of Annual Assessments therein and Ordering the Preparation of an Assessment Engineer's Report.			
Contact Person/Dept.: Elaine Gerety Warner		Phone Number: 310.253.5777	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Master E-Mail Notification List (9.3.05), Letters to property owners within AIP (8.21.08)			
Department Approval: Sol Blumenfeld (09/02/08)		City Attorney Approval: Carol Schwab (by H. Baker) (09/02/08)	
Chief Financial Officer Review: Jeff Muir (by N. Kimball) (09/03/08)		City Manager Approval: Jerry B. Fulwood (09/03/08)	
<u>RECOMMENDATION:</u> Staff recommends the City Council adopt a Resolution initiating the formation of Benefit Assessment District West Washington Boulevard No. 1 and ordering the preparation of an Assessment Engineer's Report in accordance with the provisions of Culver City Municipal Code (CCMC) Section 15.01.060. <u>BACKGROUND:</u> In December 2007, the Council approved an Area Improvement Plan (AIP) along West Washington Boulevard generally between Wade Street and Beethoven Street (Attachment No. 1). A detailed boundary map is provided as Attachment No. 2. This AIP is the first in a multi-phase project that will enhance the Washington Boulevard corridor and stimulate private reinvestment in the area. A key component of this AIP 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 AIP boundaries. Those in attendance favorably considered the concept of an AIP and the potential creation of a related assessment district. While the Agency has proposed to fund construction of the improvements, the Agency's intent was to do so only if the on-going median maintenance is funded through a property based assessment district.			

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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 Agency is currently working with a landscape architect to develop conceptual plans for streetscape medians with sustainable, drought tolerant and low maintenance landscaping to ensure that ongoing maintenance costs are minimized. Once completed these plans will be presented to the Community and to the Agency for comment and approval.

Should the City Council adopt the Resolution of Initiation this evening a Resolution of Intent will then be presented to the Council at a future Council meeting 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 to 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:

Consistent with the general direction provided by the Agency on December 3, 2007, staff has executed an administrative contract in the amount of \$8,500 with NBS consultants for assistance in developing an assessment district for the Phase I area. NBS will guide the City in developing the assessment calculations, annual budget, ballot creation and assessment filing with the County if the assessment passes. The costs associated with forming an assessment district have been included in the adopted FY 2008-09 Agency budget (Washington Blvd AIP Phase I - 55392670).

If the assessment district passes, annual costs for filing with the County would be programmed into the assessment district administrative fund and paid for directly by the assessment district.

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ATTACHMENTS:

1. Culver City Redevelopment Agency – 12.3.07 Staff Report
2. Area Improvement Plan Boundaries
3. Draft Resolution of Initiation
4. Meeting Notice Letter – Property Owners

MOTION:

That the City Council:

Adopt a Resolution initiating the proceedings for the formation of Benefit Assessment District West Washington No. 1, the levy of annual assessments therein and ordering the preparation of an Assessment Engineer's Report.