

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

Meeting Date: 05/23/2011		Item Number: <u>C-4</u>	
CITY COUNCIL AGENDA ITEM: Adoption of a Resolution Initiating Proceedings for the Levy and Collection of Annual Assessments for the West Washington Benefit Assessment District Number Two and Ordering the Preparation of the Engineer's Report Thereon for Fiscal Year 2011/2012			
Contact Person/Dept.: Elaine Warner		Phone Number: 310-253-5777	
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: Sol Blumenfeld (05/19/11)		City Attorney Approval: Carol Schwab (by H. Baker) (05/19/11)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (05/19/11)		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 West Washington Benefit Assessment District Number Two and ordering the preparation of the Engineer's Report thereon for Fiscal Year 2011/2012.

BACKGROUND/DISCUSSION:

The Redevelopment Agency assisted in the formulation of this Benefit Assessment District by pledging to construct landscaped medians along West Washington Boulevard if ongoing maintenance for the improvements were funded through a property-owner approved assessment district. The Benefit Assessment District was approved by vote of the property owners and the initial year of assessments has been collected.

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 preparation and filing of the Engineer's Report. The amount of the assessment is expected to remain the same (or potentially be lower than the first year) as there is no proposed new or change to existing improvements or services and the collection of last year's assessment has caused the creation of a surplus fund balance in the assessment district.

Pursuant to Sections 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

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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:

Both the costs to prepare the Engineer's Report and staff time related to the administration of the Assessment District are charged to the Assessment District. These costs are estimated to be \$3,500. Sufficient funds have been collected in the Assessment District to fund these costs.

ATTACHMENTS:

1. Proposed Resolution.

MOTION:

That the City Council:

Adopt a Resolution initiating proceedings for the levy and collection of annual assessments for the West Washington Benefit Assessment District Number Two and ordering the preparation of the Engineer's Report thereon for Fiscal Year 2011/2012.