



City of Culver City

Staff Report

File #: 16-929, **Version:** 1

Item #: C-13.

CC - Adoption of a Resolution Initiating Proceedings for the Levy and Collection of Annual Assessments for the West Washington Benefit Assessment District No. 2 and Ordering the Preparation of the Engineer's Report Thereon for Fiscal Year 2017/2018.

Contact Person/Dept: Elaine Warner/CDD
Todd Tipton/CDD

Phone Number: (310) 253-5777
(310) 253-5783

Fiscal Impact: Yes ☒ No ☐

General Fund: Yes ☐ No ☒

Public Hearing: ☐

Action Item: ☐

Attachments: Yes ☒ No ☐

Commission Action Required: Yes ☐ No ☒ **Date:**

Commission Name:

Public Notification: (E-Mail) Meetings and Agendas - City Council (05/02/17);

Department Approval: Sol Blumenfeld, Community Development Director (04/26/17)

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 No. 2 and ordering the preparation of the Engineer's Report thereon for Fiscal Year 2017/2018.

BACKGROUND/DISCUSSION

The City assisted in the formation of Benefit Assessment Districts on Washington Boulevard between Centinela Avenue and Boise Avenue by agreeing to construct landscaped medians, if on-going maintenance is funded through a property owner assessment district. The West Washington Benefit Assessment District No. 2 (District 2) was approved by vote of the property owners in May 2010. It is now time to initiate the proceedings for the levying of the District 2 assessment for Fiscal Year 2017/2018.

Pursuant to Culver City Municipal Code (CCMC) Section 15.01.070.C, the proposed Resolution

describes any proposed new, or changes in existing, improvements or services, or both, and orders the preparation and filing of the Engineer's Report.

Pursuant to CCMC Sections 15.01.070.D and 15.01.070.E, 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 2017/2018 and set the date, time and place for the public hearing, after which the City Council will consider levying the assessments.

FISCAL ANALYSIS

Both the costs to prepare the Engineer's Report and staff time related to the administration of District 2 are charged to District 2. These costs are estimated to be \$3,000 and sufficient funds have been collected by District 2 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 No. 2 and ordering the preparation of the Engineer's Report thereon for Fiscal Year 2017/2018.