



City of Culver City

Staff Report

File #: 20-971, Version: 1

Item #: C-13.

CC - Adoption of a Resolution (1) Approving the Engineer's Report, (2) Declaring the City Council's Intention to Order the Levy of Annual Assessments for Fiscal Year 2020/2021, and (3) Setting the Date, Time, and Place for a Public Hearing for the West Washington Boulevard Benefit Assessment District No. 3.

Meeting Date: May 26, 2020

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

Phone Number: (310) 253-5777
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Fiscal Impact: Yes No

General Fund: Yes No

Public Hearing:

Action Item:

Attachments: Yes No

Commission Action Required: Yes No

Commission Name:

Public Notification: (E-Mail) Meetings and Agendas - City Council (5/21/2020); (Mail) Property Owners in Proposed West Washington Assessment District No. 3 (05/21/2020)

Department Approval: Sol Blumenfeld, Community Development Director (05/20/2020)

RECOMMENDATION

Staff recommends the City Council adopt a resolution (1) approving the Engineer's Report, (2) declaring the City Council's intention to levy and collect assessments for the West Washington Boulevard Assessment District No. 3, and (3) setting the time, date and place for a Public Hearing on June 8, 2020, via video conference.

BACKGROUND

Over the past year, the City assisted in the formation of Benefit Assessment District on Washington Boulevard between Beethoven Street and Glencoe Avenue by agreeing to construct landscaped medians if the majority of the on-going maintenance was funded through a property owner

assessment district. Improvements along West Washington Boulevard have been part of an on-going revitalization program that was initiated in 2008. The physical improvements have helped spur revitalization and reinvestment along the West Washington Boulevard corridor. The West Washington Benefit Assessment District No. 3 (District 3) was approved by vote of the property owners in August 2019.

With the Benefit Assessment District established, construction is slated to begin in Summer 2020. Although there are no improvements at this time, the annual reporting process, including an Engineer's report and Public Hearing, must be completed this fiscal year.

Pursuant to a Resolution adopted by the City Council on May 11, 2020, an Engineer's Report was prepared for the District and filed with the City Clerk. A copy of the Engineer's Report is attached to this report for consideration by the City Council. There are no other items being added to the list of improvements that was created when the District was formed.

DISCUSSION

The City Council is asked to adopt a Resolution of Intention (1) approving the Engineer's Report; (2) declaring the City's intention to levy and collect assessments for the upcoming fiscal year; and (3) setting the date, time and place for the public hearing as required by Culver City Municipal Code (CCMC) Section 15.01.070.

Should the City Council adopt the proposed resolution, pursuant to CCMC Section 15.01.070.G, the City Clerk will notice the public hearing by publishing the Resolution of Intention at least 10 days prior to the date of the hearing. The public hearing is scheduled for June 8, 2020 at 7:00 p.m. via video conference. Instructions on how to attend the meeting will be included in the published notice.

The proposed assessment is sufficient to provide for district administration and annual reporting.

FISCAL ANALYSIS

The Engineer's Report for Fiscal Year 2019/2020 estimates the annual costs for administration, while the improvements are constructed, to be \$5,750. The total FY 2020/2021 Budget of \$5,750 has been budgeted in Acct. No. XXX.

The City's will be required to contribute approximately \$495 or 8.61% of the levy as its General Benefit obligation.

ATTACHMENTS

1. West Washington Boulevard Benefit Assessment District No. 3 - Engineer's Report
2. Proposed Washington Boulevard No. 3 - Resolution of Intention

MOTION

That the City Council:

Adopt a Resolution (1) approving the Engineer's Report; (2) declaring the City Council's intention to levy and collect assessments for the West Washington Boulevard Assessment District No. 3; and (3) setting the time, date and place for a Public Hearing on June 8, 2020 at 7:00 p.m. via video conference.