



City of Culver City

Staff Report

File #: 23-982, Version: 1

Item #: C-6

CC - CONSENT ITEM: 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 2023/2024, 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 22, 2023

Contact Person/Dept: Elaine Warner CDD/Economic Development

Phone Number: (310) 253-5777

Fiscal Impact: Yes No **General Fund:** Yes No

Attachments: Yes No

Commission Action Required: Yes No **Date:**
Commission Name:

Public Notification: (E-Mail) Meetings and Agendas - City Council (05/18/2023); Affected Property Owners within the Assessment District (05/10/2023)

Department Approval: Jesse Mays, Assistant City Manager (5/16/23)

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 FY 2023/2024 for the West Washington Boulevard Assessment District No. 3, and (3) setting the time, date and place for a Public Hearing on June 12, 2023.

BACKGROUND

In August 2019, the West Washington Benefit Assessment District No. 3 (District 3) was approved by vote of the property owners to help fund the future maintenance of seven medians on Washington Boulevard between Beethoven Street and Glencoe Avenue.

Construction of the medians was delayed due to the COVID-19 pandemic and is anticipated to be bid in the Fall 2023. The project is a joint partnership between the Economic Development Office and Public Works Department and will connect to the future stormwater project near Glencoe Avenue in order to irrigate the medians with grey water.

Pursuant to a Resolution adopted by the City Council on May 8, 2023, 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.

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 12, 2023 at 7:00 p.m. in the Mike Balkman Council Chambers at City Hall. Instructions on how to attend the meeting will be included in the published notice.

Although there are no improvements at this time, the proposed budget includes administrative costs to maintain the district and a nominal allocation for utilities in the event the medians are built within the next fiscal year. The phasing of the construction will be at the discretion of the contractor and is unknown at this time.

FISCAL ANALYSIS

The Engineer's Report for Fiscal Year 2023/2024 estimates the annual costs for maintenance and administration to be approximately \$10,908. The City will be required to contribute approximately \$939 or 8.61% of the levy as its General Benefit obligation. Approximately \$6,711 remains in the Fiscal Year 2022/2023 Improvement Fund account (No. 42516530) and is proposed to be set aside to fund a reserve of \$5,000 for unforeseen damages and repairs. The Fiscal Year 2023/2024 levy to be assessed is approximately \$3,258.

ATTACHMENTS

1. Fiscal Year 2022/2023 West Washington Assessment District No. 3 - Engineer's Report
2. Proposed 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 12, 2023 at 7:00 p.m.