



City of Culver City

Mike Balkman
Council Chambers
9770 Culver Blvd.
Culver City, CA 90232
(310) 253-5851

Staff Report

File #: 21-827, **Version:** 1

Item #: C-11.

CC - Adoption of a Resolution Initiating Proceedings to Levy and Collect Annual Assessments for the West Washington Benefit Assessment District No. 3 and to Order the Preparation of an Engineer's Report Thereon for Fiscal Year 2021/2022.

Meeting Date: April 12, 2021

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

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 (04/07/21);

Department Approval: Sol Blumenfeld, Community Development Director (03/29/2021)

RECOMMENDATION

Staff recommends the City Council adopt a resolution initiating proceedings to levy and collect annual assessments for the West Washington Benefit Assessment District No. 3 and to order the preparation of an Engineer's Report thereon for Fiscal Year 2021/2022.

BACKGROUND/DISCUSSION

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 on-going maintenance was funded through a property owner assessment district. The West Washington Benefit Assessment District No. 3 (District 3) was approved by vote of the property owners in August 2019.

Construction of the medians was delayed in 2020 due to the COVID-19 pandemic and is anticipated to begin in Summer/Fall 2021. 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 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 an 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) an Engineer's Report, which outlines the district's plans and specifications for the improvements or services, an estimate of the costs, a diagram for the district and the proposed assessments. Upon its completion, the Engineer's Report will be filed with the City Clerk, and the City Council will consider a Resolution of Intention declaring its intent to levy the assessments for Fiscal Year 2021/2022 and set the date, time and place for the public hearing, after which the City Council will consider levying the assessments.

FISCAL ANALYSIS

Staff recommends that the City levy a minimal assessment to provide for district administration and partial median maintenance given the anticipated construction timeline. These proposed costs will be included in the forthcoming Engineer's Report.

ATTACHMENTS

1. Proposed Resolution of Initiation - Washington Boulevard No. 3

MOTION

That the City Council:

Adopt a resolution initiating proceedings to levy and collect annual assessments for the West Washington Benefit Assessment District No. 3 and order the preparation of an Engineer's Report thereon for fiscal year 2021/2022.