



City of Culver City

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Staff Report

File #: 21-978, **Version:** 1

Item #: C-10

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 2021/2022, 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 24, 2021

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

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 (5/20/2021); (Mail) Property Owners in Proposed West Washington Assessment District No. 3 (05/11/2021)

Department Approval: Sol Blumenfeld, Community Development Director (05/18/2021)

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 2021/2022 for the West Washington Boulevard Assessment District No. 3, and (3) setting the time, date and place for a Public Hearing on June 14, 2021, via video conference.

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 in 2020 due to the COVID-19 pandemic and is anticipated to begin in Summer/Fall 2021. The project is a joint partnership between the Community Development and Public Works Departments 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 April 12, 2021, 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 14, 2021 at 7:00 p.m. via video conference. Instructions on how to attend the meeting will be included in the published notice.

Although there are no improvements at this time, it is anticipated that the project will be completed by Spring 2022 and will require approximately three months of maintenance prior to next fiscal year. The proposed assessment is sufficient for the anticipated costs for FY 2021/22.

FISCAL ANALYSIS

The Engineer's Report for Fiscal Year 2021/2022 estimates the annual costs for maintenance and administration to be \$10,369. The City's will be required to contribute approximately \$892 or 8.61% of the levy as its General Benefit obligation. The FY 2021/2022 levy to be assessed is \$9,116. The total FY 2021/2022 Budget has been budgeted in Acct. No. 42516530.

ATTACHMENTS

1. FY 21/22 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 14, 2021 at 7:00 p.m. via video conference.