

Agenda Report

DATE: MARCH 9, 1998

TO: CITY COUNCIL

FROM: PHILIP A. HAWKEY, CITY MANAGER

SUBJECT: PUBLIC HEARING: PROPOSED BASIS AND METHOD OF LEVYING ASSESSMENTS AND THE LEVY OF THE ANNUAL ASSESSMENT FOR FISCAL YEAR 1998 FOR THE SOUTH LAKE BUSINESS IMPROVEMENT DISTRICT

RECOMMENDATION

It is recommended that the City Council of the City of Pasadena ("City Council") take the following actions:

1. Hold a public hearing to consider the proposed basis and method of levying assessments and the levy of the annual assessment for Fiscal Year 1998 for the South Lake Business Improvement District ("District").
2. At the conclusion of the public hearing, adopt a resolution confirming the Annual Report of the South Lake Business Association ("Association") for the District for Fiscal Year 1997, and establishing the basis and method of levying assessments and levying assessments within the South Lake Business Improvement District for Fiscal Year 1998.

BACKGROUND

At its meeting of February 23, 1998, the City Council approved the Fiscal Year 1998 Annual Report for the South Lake Business Improvement District and adopted Resolution No. 7595 declaring its intention to (1) establish the basis and method of levying assessments, and (2) levy assessments for businesses within the District for Fiscal Year 1998. The resolution fixed **March 9, 1998 at 8:00 p.m.** for a public hearing to consider the proposed annual assessments for Fiscal Year 1998. Notice of the public hearing was given by publishing the resolution of intention in The Pasadena Weekly on February 27, 1998.

PUBLIC HEARING: PROPOSED BASIS AND METHOD OF LEVYING ASSESSMENTS AND THE LEVY OF THE ANNUAL ASSESSMENT FOR FISCAL YEAR 1998 FOR THE SOUTH LAKE BUSINESS IMPROVEMENT DISTRICT

Attached hereto as Attachment No. 1 is a copy of the Annual Report which was submitted by the South Lake Business Association for the District on January 22, 1998. Among other things, the Annual Report includes: (1) a proposed list of the improvements, activities and programs proposed to be accomplished during 1998; (2) a budget therefor, and (3) the basis and method of levying assessments. The District boundaries are shown on Exhibit "A" to the Annual Report and the proposed assessment formula is set forth in Exhibit "A-1" to the Annual Report. This formula is identical to that in effect for the previous fiscal year. The proposed improvements and activities to be conducted by the Association during 1998 and the budget therefor are attached as Exhibit "C" and "D" respectively to the Annual Report. According to the City's Finance Department, assessments from the District are estimated to be approximately \$115,000 in Fiscal Year 1998. Staff has requested the Association to submit an independently audited annual financial statement as required for the District. Staff will review the audit once it has been submitted.

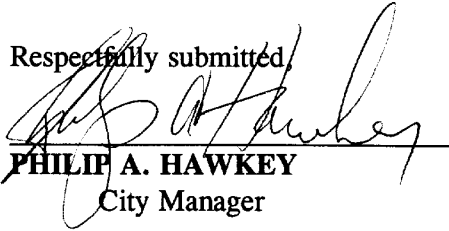
The Parking and Business Improvement Area Law allows the City Council, during the course or upon conclusion of the public hearing, to order changes in any of the matters provided in the Annual Report, including changes in the proposed assessments, the proposed improvements and activities to be funded with the revenues derived from the levy of the assessments, and the boundaries of the District and any benefit zones within the District. In addition, at the conclusion of the public hearing, the City Council may adopt a resolution confirming the Annual Report as originally filed or as changed by it. The adoption of the resolution, attached hereto as Attachment No. 2, shall constitute the basis and method of levying the assessments and the levy of an assessment for Fiscal Year 1998.

It is recommended that the City Council hear and consider all protests (if any) against the proposed action. Thereafter, and provided that written protests are not received from the owners of businesses in the District which will pay more than 50% of the assessments proposed to be levied, it is recommended that the City Council adopt the resolution presented to it at this public hearing.

FISCAL IMPACT

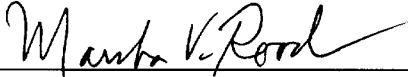
Implementation of the proposed assessment formula for calendar year 1998 will have no fiscal impact upon the General Fund of the City, other than the administrative cost of administering the collection of the assessments. Administrative costs have been budgeted in Finance Budget Account 259507, Financial Services.

Respectfully submitted,



PHILIP A. HAWKEY
City Manager

Prepared by:



MARSHA V. ROOD
Development Administrator

Approved by:

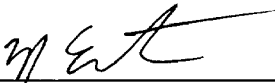


WILLIAM C. REYNOLDS
Director of Housing and Development

Concurrence:



JAY M. GOLDSTONE
Director of Finance



MICHAEL ESTRADA
Assistant City Attorney