

**City of Culver City, California
Agenda Item Report**

Meeting Date: 05/12/2014		Item Number: <u>C-6</u>	
CITY COUNCIL AGENDA ITEM: Adoption of a Resolution Initiating Proceedings for the Levy and Collection of Annual Assessments for the Landscape Maintenance District Number 1 and Ordering the Preparation of the Engineer's Report Thereon for Fiscal Year 2014/2015			
Contact Person/Dept.: Mate Gaspar/PW		Phone Number: 310-253-5602	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-Mail) Agenda and Meetings – City Council (05/06/2014)			
Department Approval: Charles D. Herbertson (04/30/14)		City Attorney Approval: Carol Schwab (by H. Baker) (05/05/14)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (05/06/14)		City Manager Approval: John M. Nachbar (05/06/14)	

RECOMMENDATION:

Staff recommends the City Council adopt a resolution (1) initiating proceedings for the levy and collection of annual assessments for the Landscape Maintenance District Number 1 (LMD #1) and (2) ordering the preparation of the Engineer's Report thereon for Fiscal Year 2014/2015.

BACKGROUND/DISCUSSION:

LMD#1 consists of landscaping around the perimeter of the Studio Estates Subdivision located northeast of the intersection of Culver Boulevard and Elenda Street. LMD#1 was created for the purpose of providing on-going maintenance of landscaping within the District, which consists of the landscaped border of the subdivision on Culver Boulevard and Elenda Street. The assessment includes the costs of providing maintenance and administration of the District as well as preparation of the Engineer's Report.

Pursuant to Section 15.01.070.C of the Culver City Municipal Code (CCMC), the proposed resolution presented to the City Council describes any proposed new, or changes in existing, improvements or services, or both and orders the Public Works Director/City Engineer to prepare and file the Engineer's Report. It is expected the Engineer's Report shall propose the assessments not be increased as the reserve balance is expected to be sufficient to fund Fiscal Year 2014/2015 expenses.

Pursuant to Sections 15.01.070.D and 15.01.070.E of the CCMC, should the City Council adopt the proposed resolution, the Public Works Director/City Engineer shall prepare (or cause to be prepared) the Engineer's Report. Upon its

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completion, the Engineer's Report shall be filed with the City Clerk, and the City Council shall be presented with a Resolution of Intention declaring the City Council's intent to levy the assessments for Fiscal Year 2014/2015 and set the date, hour, and place for the public hearing after which the City Council will consider levying the assessments for said Fiscal Year.

FISCAL ANALYSIS:

Should the City Council adopt the proposed resolution, the Engineer's Report will be prepared by the Engineering Division of the Public Works Department. Costs related thereto (estimated at \$1,500) will be charged to the Assessment District.

ATTACHMENT:

Proposed Resolution

MOTION:

That the City Council:

Adopt a Resolution initiating proceedings for the levy and collection of annual assessments for the Landscape Maintenance District Number 1 and ordering the preparation of the Engineer's Report thereon for Fiscal Year 2014/2015.