



City of Culver City

Staff Report

File #: 24-975, Version: 1

Item #: C-6.

CC - CONSENT ITEM: (1) Approval of a Request by the Downtown Business Association (DBA) to Install Additional Decorative Lighting in City Trees in Downtown Culver City; and (2) Approval of an Amended and Restated License Agreement with the DBA for Use of City Property for Installation and Maintenance of Decorative Lights.

Meeting Date: May 13, 2024

Contact Person/Dept.: Elizabeth Garcia/ Office of Economic and Cultural Development

Phone Number: (310) 253-5708

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

Attachments: Yes No

Public Notification: (E-Mail) Meetings and Agendas - City Council (05/07/2024)

Department Approval: Jesse Mays, Assistant City Manager (05/01/2024)

RECOMMENDATION

Staff recommends the City Council (1) approve a request from the Downtown Business Association (DBA) to extend decorative lighting in City Trees in the Downtown Culver City; and (2) approve an Amended and Restated License Agreement for use of City property for installation and maintenance of decorative lights.

BACKGROUND

The Downtown Culver City Business Improvement District (BID) provides a mechanism for businesses to levy self-assessments for the maintenance and improvement of public areas within the Downtown Culver City. The BID Work Program is managed by the DBA, in accordance with the 2024 Management Agreement between the City and the DBA.

The current Work Program was approved by the City Council on October 23, 2023 (Attachment 1). One of the primary goals of the Work Plan is enhanced beautification throughout the district. To this end, the City Council previously approved a license agreement with the DBA to provide decorative lighting on Main Street and elevate the customer environment and experience.

DISCUSSION

In November 2023, the DBA requested an amendment to the existing license agreement to expand the decorative street lighting program in Downtown Culver City. Additional areas include the trees along Culver Boulevard between Duquesne Avenue and Madison Avenue and seven trees in the center median along Culver Boulevard between Duquesne Avenue and Cardiff Avenue (Attachment 2). The proposed lighting will be twinkle lighting, similar to the lights currently installed on the trees along Culver Boulevard, which will be spread around the trunk and throughout the branches of each tree.

A Street Use Permit is required for the installation of the lights but does not allow the lights to remain on a permanent basis. If the City Council wishes to approve this request, an amendment to the current license agreement is required to include the expanded lighting in the public right-of-way with the same terms and maintenance obligations.

FISCAL ANALYSIS

There is no fiscal impact to the City relative to the installation and maintenance of the proposed decorative lights. The DBA will pay for all fees, installation, and maintenance costs of the twinkle lights. There is currently power along the public right of way. The City currently pays for the electricity associated with the right of way string lights. It is estimated that the annual cost for the electricity will be approximately \$2,000.

ATTACHMENTS

1. 2024 Downtown Culver City Business Improvement District Work Program
2. Map of the Downtown Culver City BID Boundaries and proposed areas for expanded decorative lighting.

MOTIONS

That the City Council:

1. Approve the request from the Downtown Business Association to install decorative lighting and amend current license agreement; and,
2. Approve an Amended and Restated License Agreement with the DBA for use of City property for installation and maintenance of decorative lights; and,
3. Authorize the City Attorney to review/ prepare the necessary documents; and,
4. Authorize the City Manager to execute such documents on behalf of the City.