



# City of Culver City

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## Staff Report

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**File #:** 21-769, **Version:** 1

**Item #:** C-3

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**CC-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 2021/2022**

**Meeting Date:** May 24, 2021

**Contact Person/Dept:** Christopher Evans/Public Works  
Mate Gaspar/Public Works

**Phone Number:** (310) 253-5621  
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**Fiscal Impact:** Yes ☐ No ☒

**General Fund:** Yes ☐ No ☒

**Public Hearing:** ☐ **Action Item:** ☐ **Attachments:** ☒

**Commission Action Required:** Yes ☐ No ☒ **Date:**

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (05/20/2021);

**Department Approval:** Charles D. Herbertson, Director of Public Works/City Engineer (5/13/2021)

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### **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 2021/2022.

### **BACKGROUND/DISCUSSION**

LMD#1 consists of landscaping around the perimeter of the Studio Estates Subdivision located north east 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.

Pursuant to Culver City Municipal Code (CCMC) Section 15.01.070.C, 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. There is no proposed increase to the assessments this year.

Pursuant to CCMC Sections 15.01.070.D and 15.01.070.E, 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 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 2021/2022 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, an Engineer's Report will be prepared that will document the estimated revenues and expenditures for the district.

### **ATTACHMENTS**

1. 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 2021/2022.