

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 6/6/05		Item Number: <u>A-3</u>	
AGENDA ITEM: Authorization to Enter into a License Agreement with the Culver City Friends of the Library for Use of a Portion of Veteran's Memorial Park to Conduct an Outdoor Movie and Costume Parade Event.			
Contact Person/Dept.: Deborah Fancett, ACAO; Heather Iker, City Attorney		Phone Number: (310) 253-6007 (310) 253-5660	
Fiscal Impact: Yes ☐ No ☐		General Fund: Yes ☐ No ☐	
Public Hearing: ☐		Action Item: ☐	Attachments: ☐
Public Notification: Via e-mail on June 2, 2005: Master Notification List; Culver City Friends of the Library			
Department Approval: Deborah Fancett 6/2/05		CAO Approval: Jerry Fulwood 6/2/05	
City Controller Approval: N/A			

RECOMMENDATION:

Staff recommends that the City Council authorize the Chief Administrative Officer to execute a License Agreement with the Culver City Friends of the Library for use of a portion of Veteran's Memorial Park to conduct an outdoor movie and costume parade event.

BACKGROUND/DISCUSSION:

The Culver City Friends of the Library (the "Friends"), a charitable non-profit organization, submitted an application for a special event permit to conduct an outdoor movie screening, sing-a-long and costume parade of the Wizard of Oz at Veteran's Memorial Park on Sunday, August 21, 2005, which was conditionally approved by the Committee on Permits and Licenses (the "Committee") at its May 25, 2005 meeting. Copies of the site map of the event, an aerial map of the location of the event, and the draft minutes of the Committee meeting are attached hereto as Attachments 1, 2 and 3, respectively.

The Committee imposed several conditions to be met by the Friends, such as police presence, trash receptacles, submission of an electrical plan, etc. (See Item No. 14 of Attachment 2 for all conditions imposed by the Committee.) In addition, due to the fundraising nature of the event, the Friends have requested authority to conduct the following activities: 1) the sale of miscellaneous items during the event, including but not limited to, prepackaged food and drinks, Culver City Friends of the Library t-shirts and raffle tickets; and 2) the collection of donations. It should be noted that the payment of a donation will *not* be required for admission to the event. In order to

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allow these activities to be conducted in a public park, the City may license the area of the Park where the event is to be conducted to the Friends for these specific uses. Such a license agreement will also incorporate all other conditions imposed by the Committee.

FISCAL ANALYSIS:

All fiscal impacts incurred by the City will be paid by the Friends (i.e. required on-duty police officers, trash receptacles, port-a-potties, etc.).

ATTACHMENTS:

1. Map of event site plan.
2. Aerial map of the location in Veteran's Memorial Park where the event will be conducted.
3. Draft minutes from the May 25, 2005 meeting of the Committee on Permits and Licenses.

MOTION:

That the City Council:

1. Authorize the Chief Administrative Officer to execute a License Agreement with the Culver City Friends of the Library for use of a portion of Veteran's Memorial Park for an outdoor movie and costume parade event; and
2. Direct the City Attorney's Office to prepare the necessary documents.