

MEETING DATE: 02.17.09

AGENDA ITEM: **Confirmation that Carnivals are an Appropriate Short
Term Temporary Use of Vacant Agency Property
Pursuant to the Adopted Policy.**

ATTACHMENTS

	<u>Pages</u>
1. November 3, 2008 Agenda Item Report	1-3
2. Description of the event dated February 6,2009 provided By the Lion's Club	4-7

City of Culver City, California
Redevelopment Agency Agenda Item Report

Meeting Date: 11/3/2008		Item Number: A-3	
AGENDA ITEM: Authorization for the Executive Director to Execute Agreements related to the Short Term Use of Vacant Agency Owned Property.			
Contact Person/Dept.: John Fisanotti		Phone Number: (310) 253-5767	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Master E-Mail Notification List (10/29/08)			
Department Approval: Sol Blumenfeld (10/23/08)		Exec. Director Approval: Jerry B. Fulwood (10/30/08)	
Chief Financial Officer Approval: Jeff Muir (by N. Kimball) (10/29/08)			
<u>RECOMMENDATION:</u> Staff recommends the Culver City Redevelopment Agency ("Agency") authorize the Executive Director to execute agreements related to the short term use of vacant Agency owned parcels, for no more than ninety (90) days, pursuant to certain policy restrictions. <u>BACKGROUND:</u> For much of the history of the Agency, it has purchased and cleared real property and then held the vacant site until the property was sold to a selected developer. During the time that an Agency owned property is vacant, staff often receives requests from temporary users to license use of the site. Most often, the requests can be for Christmas tree lots, temporary parking lots, construction staging and storage, and weekend events, such as fairs and carnivals. Each of these types of requests would then be placed on the agenda for the Agency's consideration. On June 16, 2008, the Agency considered requests to lease its property on Machado Road either as a parking lot for the Exceptional Children's Foundation or a community garden. The Agency decided against entering into long-term, open ended leases for its property. <u>DISCUSSION:</u> In recent weeks, staff has received inquiries about the availability of various Agency owned properties for shorter term, event specific uses. This is the time of year when inquires from Christmas tree lot operators regularly contact staff to request use of			

City of Culver City, California
Redevelopment Agency Agenda Item Report

vacant Agency owned parcels. Also, Doty Brothers construction, which is contracted by Golden State Water Company to replace a pipeline in Overland Avenue, has inquired about using the Pleasantview site to store material. To streamline the decision making process, staff recommends the Agency authorize staff to administratively license vacant properties pursuant to the following policy directives:

- The user shall execute the Agency's standard Agreement and provide proper insurance coverage (subject to approval of the Agency General Counsel);
- The interest in the site shall not exceed ninety (90) calendar days and shall be for an event specific use;
- The interest shall only be permitted if it does not interfere with any other Agency objectives, activities or commitments;
- The user shall pay a fee of \$500 per week, or any portion thereof, per acre (or pro rated for any fraction of an acre) and a refundable security deposit of \$1000 (except as noted below).

Staff is not recommending the above fee structure be used to license Agency property used by film production crews. The fee charged to film production crews is \$2,000 per day.

Requests to license the use of Agency property that do not fit within the above policy directives would continue to be presented to the Agency for a determination. If approved, the proposed Motion will streamline the process for staff and the licensees, and reduce the number of items on the Agency's Agenda.

FISCAL ANALYSIS:

Approval of the proposed motion does not necessarily change the revenue opportunity to the Agency, but rather streamlines the process. A streamlined process will, in turn, result in a cost savings as Agency staff time will be freed up to focus on other areas of the Agency's work plan. To the extent that that the streamlined process may result in more users, the Agency may see a slight increase in the miscellaneous revenue compared to the existing process where each decision must be presented to the Agency for a determination.

ATTACHMENTS:

City of Culver City, California
Redevelopment Agency Agenda Item Report

1. Standard Form License Agreement

MOTION:

That the Redevelopment Agency:

Authorize the Executive Director to execute Agreements for the use of Agency owned property, pursuant to the policy the following directives:

- The user shall execute the Agency's standard Agreement and provide proper insurance coverage (subject to the approval of the Agency General Counsel);
- The interest in the site shall not exceed ninety (90) calendar days and shall be for an event specific use;
- The interest shall only be granted if the proposed use does not interfere with any other Agency objectives, activities, or commitments;
- The user shall pay a fee of \$500 per week, or any portion thereof, per acre (or pro rated for any fraction of an acre) and a refundable security deposit of \$1000. Property licensed for film and television shoots shall be licensed at \$2,000 per day (with a refundable security deposit of \$1,000).

ATTACHMENT 2

02/06/2009 00:05

8183456766

RIVAS AND ASSOCIATES

PAGE 01/03

From the Desk of Luis O. Rivas, CLU, RHU, LUTCF

Fax

5242 Topanga Canyon Place, Woodland Hills CA 91367
Telephone (818) 345-6865 Fax (818) 345-6782

To: TODD TIPTON From: LION LU RIVAS
Fax: 310-253-5779 Pages: Pg 1 of 3
Phone: 310-253-5783 Date: 2-6-09

☐ Urgent ☐ For Review ☐ Please Comment ☐ Please Reply ☐ Please Recycle

REF: LIONS CLUB CARNIVAL

Comments:

TODD,

PER YOUR REQUEST, HERE IS A WRITTEN EXPLANATION
OF WHAT WE PLAN WITH OUR CARNIVAL.

LET ME FIRST THANK YOU FOR YOUR ADVICE AND CO-OPERATION
TO GET THIS DONE.

SECONDLY, ALLOW ME TO RESTATE THAT WE ARE A
NON PROFIT CULVER CITY SERVICE CLUB MADE UP OF
ALL VOLUNTEERS. WHATEVER MONEY WE CAN RAISE
FROM OUR CARNIVALS GOES RIGHT BACK TO THE COMMUNITY
OF CULVER CITY IN EDUCATIONAL SCHOLARSHIPS AND VARIOUS
OTHER CULVER CITY CHARITIES. NO LION BENEFITS IN
ANY WAY BEYOND THE SATISFACTION OF HELPING OUR
NEIGHBORS.

IT IS OUR INTENT TO HAVE A CARNIVAL ON THE VACANT
LOT JUST WEST OF NATIONAL BLVD, SOUTH OF VENICE
BLVD AND NORTH OF WASHINGTON BLVD THE WEEKEND
OF FRI 2-20-09 THRU SUN 2-22-09 AND THURS 2-26-09
THRU SUN. 3-1-09. AS YOU KNOW, WE WERE
PLANNING FOR THE TWO WEEKENDS BEFORE WITH A VACATION
DAY THEME AND HAVE BEEN WORKING TO THAT END SINCE
EARLY DECEMBER BUT THAT WAS NOT ABLE TO HAPPEN.

④

From the Desk of Luis O. Rivas, CLU, RHU, LUTCF

5842 Topanga Canyon Place, Woodland Hills CA 91367
Telephone (818) 346-6666 Fax (818) 346-6768

Fax

To: TODD TIPTON

From: LION LO RIVAS

Fax:

Pages:

Pg 2 of 3

Phone:

Date:

2-6-09

☐ Urgent

☐ For Review

☐ Please Comment

☐ Please Reply

☐ Please Recycle

• Comments:

WE PLAN TO USE GUADAGNO BROS. CARNIVAL WHO IS WELL KNOWN BY THE CITY AND HIGHLY TRUSTED FOR WHAT THEY DO. THEY HAVE A LONG TRACK RECORD WITH FIESTA LA BALLENA, ST. AUGUSTINE CHURCH AND WESTFIELD FOX HILLS MALL. THEY WOULD NEED TO START SETTING UP RIDES AND EQUIPMENT TUESDAY FEB 17, 2009 AND WILL NEED A FEW DAYS TO CLEAN UP THE LOT AND TEAR DOWN EQUIPMENT BY THURS. 3-5-09. WE AND THEY WANT TO MAKE SURE THE LOT IS LEFT IN TOP CONDITION TO LEAVE THE DOOR OPEN WITH THE CITY & REDEVELOPMENT AGENCY FOR FUTURE CARNIVALS.

WE PLAN TO HAVE APPROXIMATELY 20 FUN AMUSEMENT RIDES FOR THE PUBLIC TO ENJOY AND FOOD BOOTHS.

WE SHALL PROMOTE THE CARNIVAL WITH THE CULVER CITY UNIFIED SCHOOL DISTRICT, WITH FLYERS, IN LOCAL PAPERS AND WITH TALL HIGH VISIBILITY RIDES THAT CAN BE SEEN FROM VENICE BLVD. TO CATCH SOME OF THE HIGH VOLUME TRAFFIC.

BOTH GUADAGNO BROS. AND LIONS INTERNATIONAL EACH CARRY LIABILITY AND PROPERTY DAMAGE INSURANCES AS REQUIRED BY THE CITY.

5

From the Desk of Luis O. Rivas, CLU, RHU, LUTCF

5842 Topanga Canyon Place, Woodland Hills CA 91367
Telephone (818) 346-6556 Fax (818) 346-6766

Fax

To: TODD TIPTON From: LION L O RIVAS

Fax: Pages: Pg 3 of 3

Phone: Date: 2-6-09

☐ Urgent ☐ For Review ☐ Please Comment ☐ Please Reply ☐ Please Recycle

• Comments:

THIS MONDAY 2-9-09 WE SHALL START THE PERMIT PROCESS WITH THE CITY, POLICE, FIRE, ETC. AS YOU SUGGESTED TO ASSURE THERE IS NO DELAY OR LOOSE ENDS AT LAST MINUTE.

FROM APRIL 1ST ON THRU THE SUMMER AND WELL INTO THE FALL, THE GUADALUPE BRAS CARNIVAL IS FULLY BOOKED IN OTHER MUNICIPALITIES WITH NO MORE TWO WEEKENDS BACK TO BACK AND JUST A FEW SINGLE WEEKENDS LEFT. I'M GLAD THAT WITH YOUR HELP AND SUPPORT THE COMMUNITY WILL BENEFIT FROM THIS EVENT AS WELL AS THE COOPERATION AND ASSISTANCE OF A FEW MEMBERS OF THE REDEVELOPMENT AGENCY.

IF THERE IS ANY ADDITIONAL INFORMATION YOU REQUIRE OR MODIFICATION THAT STAFF RECOMMENDS FOR FINAL APPROVAL ON MONDAY THE 9TH, PLEASE CALL ME AND IF IT IS MY POWER TO GET IT DONE, IT SHALL BE DONE. WITH MY SINCERE THANKS AGAIN

CC: LION BOB KNOFF, PRESIDENT

LION MERRILL OLNEY, REDEVELOPMENT AGENCY

LION ELLIOTT HEFLER, LIAISON TO CROSD

LION MIKE COHEN, LIAISON FOR CITY PERMITS

6

LOU RIVAS

