

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

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| Meeting Date: 07/10/06                                                                                                                                                                                                    |  | Item Number: <u>C-4</u>                                                           |                                                  |
| <b>AGENDA ITEM: Authorization to Enter into a License Agreement with the Culver City Friends of the Library for the Use of a Portion of Veteran's Memorial Park to Conduct an Outdoor Movie and Costume Parade Event.</b> |  |                                                                                   |                                                  |
| Contact Person/Dept.: Pam Robinson,<br>VMC Manager                                                                                                                                                                        |  | Phone Number: (310) 253-6632                                                      |                                                  |
| Fiscal Impact: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                        |  | General Fund: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                  |
| Public Hearing: <input type="checkbox"/>                                                                                                                                                                                  |  | Action Item: <input checked="" type="checkbox"/>                                  | Attachments: <input checked="" type="checkbox"/> |
| Public Notification: Sharon Zeitlin, President, Culver City Friends of the Library on 7/5/06 and Master Notification List on 7/5/06                                                                                       |  |                                                                                   |                                                  |
| Department Approval:<br>Bill La Pointe; PRCS Director (06/30/06)                                                                                                                                                          |  | CAO Approval: Jerry B. Fulwood<br>(07/05/06)                                      |                                                  |
| City Controller Approval:                                                                                                                                                                                                 |  |                                                                                   |                                                  |

**RECOMMENDATION:**

Staff recommends 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 Peter Pan at Veteran's Memorial Park on Saturday, August 19, 2006, which was conditionally approved by the Committee on Permits and Licenses (the "Committee") at its June 14, 2006 meeting. Copies of the site map of the event and the draft minutes of the Committee meeting are attached hereto as Attachments 1 and 2, respectively.

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 drawing 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 allow these activities to be conducted in a public park, the City must license the area of the Park where the event is to be conducted, to the Friends for

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these specific uses. Such a license agreement will also incorporate any other conditions imposed by the Committee.

**FISCAL ANALYSIS:**

Any fiscal impacts incurred by the City will be paid by the Friends.

**ATTACHMENTS:**

1. Map of event site plan.
2. Minutes from the June 14, 2006 meeting of the Committee on Permits and Licenses.

**MOTION:**

That the City Council:

1. Authorize the City Attorney's Office to prepare the necessary documents; and,
2. 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.