

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

Meeting Date: <u>1/28/13</u>		Item Number: <u>A-4</u>	
CITY COUNCIL AGENDA ITEM: Approval of Closures of Steller Drive between Eastham Avenue and Hayden Avenue, Warner Drive between Eastham Avenue and Hayden Avenue, Hayden Avenue between Warner Drive and Steller Drive, and Eastham Avenue between Warner Drive and Eastham Avenue, for the Bicycle Special Event to be Hosted by the University of Southern California Cycling Team, on Sunday, February 17, 2013.			
Contact Person/Dept.: Gabe Garcia/PW		Phone Number: (310) 253-5633	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-Mail) Agenda and Meetings – City Council (01/23/2013)			
Department Approval: Charles D. Herbertson (01/18/13)		City Attorney Approval: Carol Schwab (by H. Baker) (01/22/13)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (01/23/13)		City Manager Approval: John M. Nachbar (01/23/13)	
<u>RECOMMENDATION:</u> Staff recommends the City Council approve the closure of Steller Drive between Eastham Avenue and Hayden Avenue, Warner Drive between Eastham Avenue and Hayden Avenue, Hayden Avenue between Warner Drive and Steller Drive, and Eastham Avenue between Warner Drive and Eastham Avenue for a bicycle special event to be hosted by the University of Southern California Cycling Team (USC Cycling Team) on February 17, 2013. <u>BACKGROUND:</u> On Sunday, February 17, 2013, the USC Cycling Team is proposing to host their first annual Culver City Criterium and Bicycle Event. A “criterium” is a bicycle lap race held on a short course and is typically held on closed city streets. The event would consist of 1) races for collegiate cyclists; 2) a bicycle exposition in a nearby parking lot; 3) a bicycle rodeo to teach children safe bicycle riding habits; and 4) gourmet lunch trucks. The event is proposed to occur, from 6 a.m. to 1 p.m., in a portion of the Hayden Tract. On July 26, 2012, staff had a conference call with the representatives of the USC Cycling Team to discuss their proposal for a bicycle race event in the Hayden Tract. Staff provided information on traffic control requirements, public notification, and Special Event permit processing. Subsequently, in October 2012, the USC Cycling Team representative submitted a draft traffic control plan for staff’s preliminary review. Staff provided comments, and a revised traffic control plan was submitted in November 2012. Due to other priority projects, staff was unable to review the draft			

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traffic control plan until January 7th, 2013, and further revisions were made and the plan was finalized.

On January 7th, staff made the decision to present this request for full street closures to the City Council, because staff does not currently have the authority to permit full street closures. (Note: Staff is currently in the process of preparing a draft policy for presentation to the City Council that would propose changes in the special events permit process that, under certain circumstances, would allow administrative approval of certain street closure requests_).

DISCUSSION:

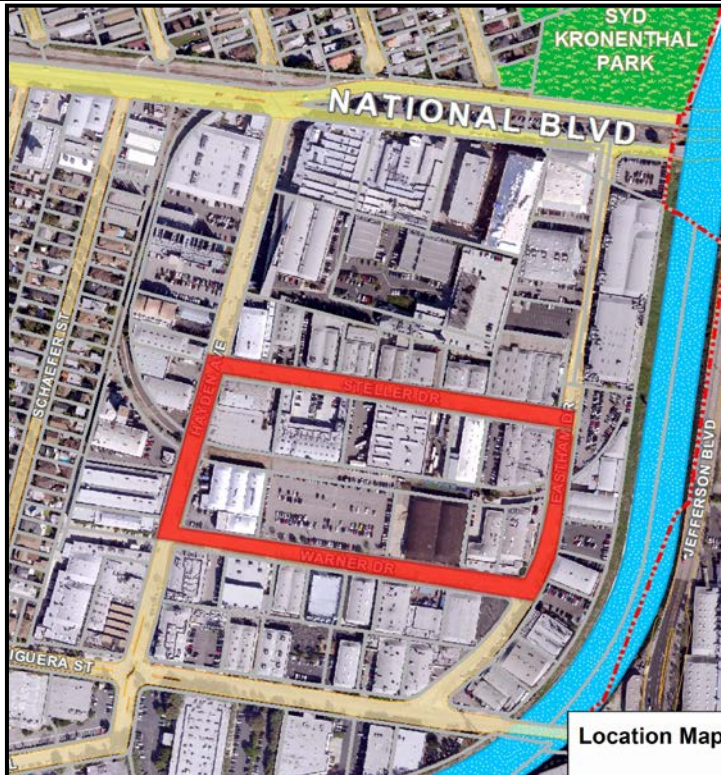
A 0.6-mile loop is proposed by closing several streets in the Hayden Tract: Steller Drive between Eastham Avenue and Hayden Avenue, Warner Drive between Eastham Avenue and Hayden Avenue, Hayden Avenue between Warner Drive and Steller Drive, and Eastham Avenue between Warner Drive and Eastham Avenue. (See the map on the following page.)

At the request of staff, representatives of the USC Cycling Team conducted an outreach campaign in October 2012, to every business in the Hayden Tract in order to inform them of the proposed special event. The USC Cycling Team told staff that the business community did not express any concerns regarding the proposed event. Also the representatives of USC Cycling Team indicated that they will do a second identical outreach to the business community on January 28, 2013.

Should the City Council approve this request, for the safety of participants and spectators, the segments of streets composing the proposed route will be closed to through traffic with standard traffic control equipment. The event organizer will implement the street closures based on a City-approved traffic control plan. Additionally, a "soft closure" would be required on the segments of Hayden Avenue and Eastham Drive that are not part of the event but that lead to the event perimeter – a soft closure allows access only to local traffic. Event staff would be at each soft closure point to control access (Hayden Avenue/National Boulevard, Higuera Street/Hayden Avenue, Eastham Drive/National Boulevard, and Eastham Drive/Higuera Street).

In addition to the traffic control equipment, such as barricades, cones, and signs, that would be used to accomplish the closure of the event perimeter, motor vehicles would be parked at the boundary of the event to secure the perimeter against vehicle intrusions, similar to the how the Farmers' Market is secured on Culver Boulevard at Main Street.

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All the residences, businesses, and property owners in the Hayden Tract and in the Rancho Higuera neighborhood will be notified by mail prior to the event. The event organizer will be required to reimburse the City for the cost of the notification.

As with all events in the public right-of-way, staff from Public Works Department will be present at the event to provide supervision of the traffic control and provide refuse and recycling services. Additionally, staff has worked with the Police Department special events representative, and plans have been discussed for Culver City Police Officers to be deployed to the event perimeter in a number to be determined by the Police Department.

FISCAL ANALYSIS:

The event organizer will pay for all City staff and services necessary to hold the event. Rates for staff will be for salary, and reimbursed services will include refuse and recycling collections. There will be no fiscal impact to the City.

ATTACHMENT:

1. Proposal from USC Cycling Team for the Special Event

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MOTION:

That the City Council:

Approve the closure of Steller Drive between Eastham Avenue and Hayden Avenue, Warner Drive between Eastham Avenue and Hayden Avenue, Hayden Avenue between Warner Drive and Steller Drive, and Eastham Avenue between Warner Drive and Eastham Avenue, for a bicycle special event, to be hosted by the University of Southern California Cycling Team on February 17, 2013.