

City of Culver City, California
Redevelopment Agency Agenda Item Report

Meeting Date: 2/17/09		Item Number: <u>A-5</u>	
AGENDA ITEM: Confirmation that Carnivals are an Appropriate Short Term Temporary Use of Vacant Agency Property Pursuant to the Adopted Policy.			
Contact Person/Dept.: Todd Tipton		Phone Number: (310) 253-5783	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Consent Item: ☒ Action Item: ☐ Attachments: ☐	
Public Notification: The Lion's Club, the Chamber of Commerce, the East Culver City Neighborhood Alliance and all property owners located within 1,000 feet of the Washington/National site by letter dated February 6, 2009; and, Master E-mail Notification List (02/11/09).			
Department Approval: Sol Blumenfeld (02/11/09)			
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (02/11/09)		Executive Director Approval: Jerry B. Fulwood (02/11/09)	
 <u>RECOMMENDATION:</u> Staff recommends the Culver City Redevelopment Agency ("The Agency") confirm that carnivals are an appropriate short term temporary use of vacant Agency property pursuant to the adopted policy. <u>BACKGROUND/DISCUSSION:</u> On November 3, 2008, the Agency authorized the Agency Executive Director to execute contracts for the short term use of vacant Agency property pursuant to the following: • The user shall execute the Agency's standard Agreement and provide proper insurance coverage (subject to approval of Agency General Counsel); • The interest in the site shall not exceed ninety (90) calendar days and shall be for a specific use; • The interest shall only be permitted if it doesn't not interfere with any other Agency objectives, activities or commitments; and • 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 \$1,000¹.			
¹ Film production crews pay \$2,000 per day pursuant to existing Agency Agreements			

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The Agency's direction streamlined the process that has since been applied to Christmas tree lots during the holiday season and a construction company working on a Public Works project. A copy of the November 3, 2008 Agenda Item Report has been attached for reference.

Lion's Club Carnival

Staff has been approached by the Lion's Club who would like to produce a carnival on the Washington/National site (the "Site") between February 20 and March 1, 2009. A description of the event has been attached for reference. The Lion's Club has agreed to conform to the requirements above and has indicated that all proceeds from the event will benefit local charities.

Because the examples used in the November 3, 2008 staff report were more passive uses (Christmas tree lots, construction staging) staff is requesting the Agency's direction as to whether carnivals, as a more intense use, are considered to be within the purview of the authority of the Executive Director as part of the November 3, 2008 Agency adopted policy. Additionally, the Agency's consideration of the matter provides an opportunity to notice the adjacent property owners and interested parties of the carnival's desire to conduct an event on the Site.

If carnivals are determined to be an appropriate short term temporary user of Agency property, the Lion's Club will be required to obtain a special event permit from the City's Committee on Permits and Licenses, execute a license agreement and provide proper insurance coverage, as well as work with the Agency's consulting Civil Engineer to determine that the Site's condition is suitable for the types of rides proposed.

FISCAL ANALYSIS:

The Lion's Club is willing to pay the required fee of \$1,000 per week, per acre. The Lion's Club will pay the Agency \$3,040 based on the following:

1.9 acres of Site area x \$1,000 per acre = \$1,900

1.6 weeks (11 days) x \$1,900 per week = \$3,040

Staff support will involve approximately four hours at an average cost of \$220 (\$55 per hour). This is an administrative cost to the Agency, which won't be reimbursed by the Lion's Club.

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ATTACHMENTS:

1. November 3, 2008 Agenda Item Report;
2. Description of the event dated February 6, 2009 provided by the Lion's Club.

MOTION:

That the Culver City Redevelopment Agency:

1. Determine that carnivals are an appropriate short term temporary use of vacant Agency property and such uses are subject to the adopted policy;
2. Authorize the Agency General Counsel to review/prepare the necessary documents; and,
3. Authorize the Executive Director to execute such documents on behalf of the Agency.