

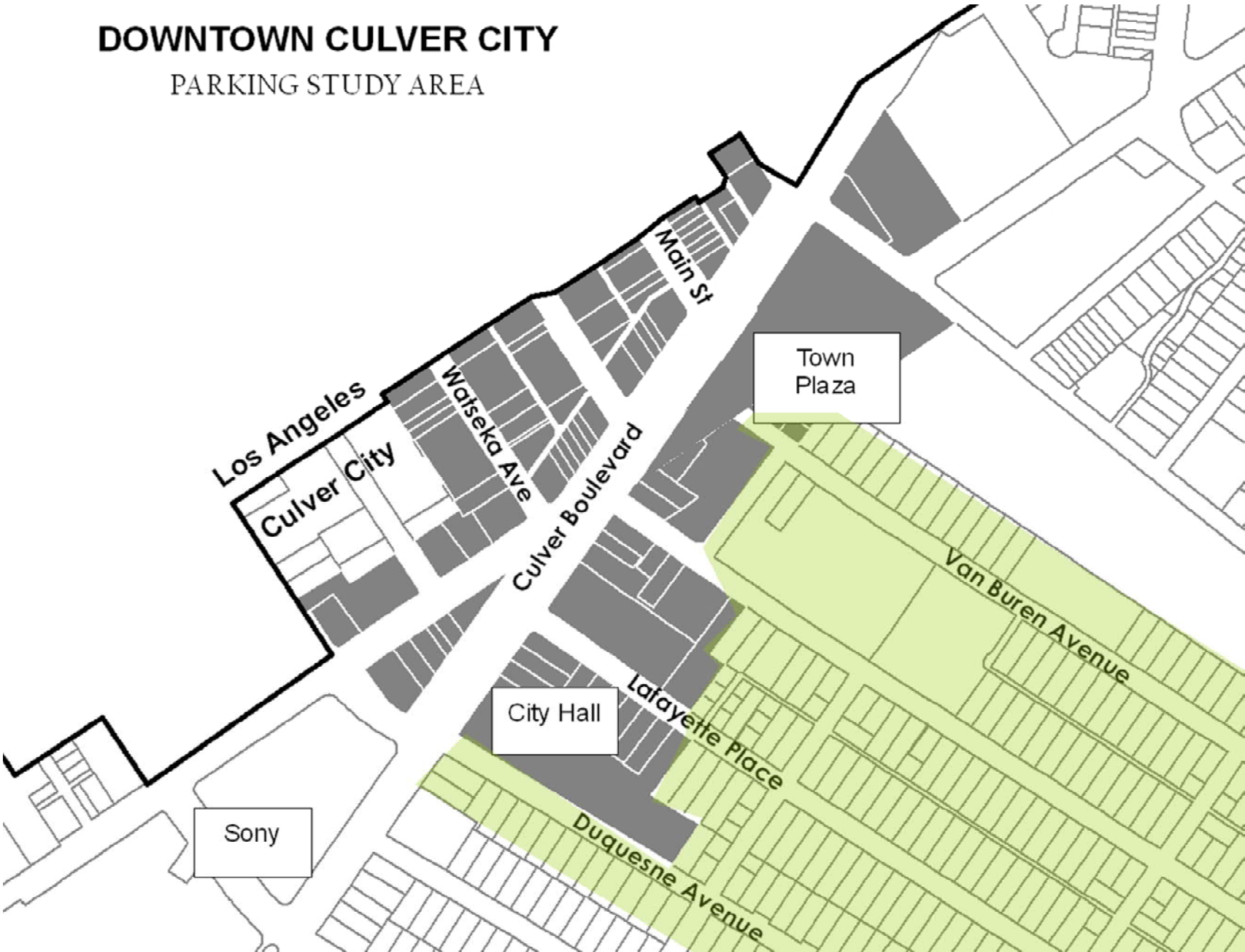
MEETING DATE: 5/02/11

**AGENDA ITEM: A Joint City Council/and Parking Authority: Walker Study
Implementation Report 1 - Consideration of Parking Fee
Increases for Downtown Public Parking Facilities.**

ATTACHMENTS

<u>Item</u>	<u>Description</u>	<u>Pages</u>
1.	Map of the Study Area	1
2.	September 13, 2010 Staff Report, Item Number: J-2	2 - 7
3.	September 13, meeting minutes excerpt	8 - 12
4.	Summary of fiscal impacts associated with Options 1 and 2.	13
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DOWNTOWN CULVER CITY
PARKING STUDY AREA



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

Meeting Date: <u>09/13/10</u>	Item Number: J-2
JOINT CITY COUNCIL/REDEVELOPMENT AGENCY BOARD AGENDA ITEM: Consideration of the Comprehensive Downtown Parking Study Recommendations, Including Parking Structure Rates and the Pooled Parking Program.	
Contact Person/Dept.: Christopher Evans, Phone Number: (310) 253-5744/5783 Redevelopment; Todd Tipton, Redevelopment	
Fiscal Impact: Yes ☒ No ☐	General Fund: Yes ☒ No ☐
Public Hearing: ☐	Action Item: ☒ Attachments: ☒
Commission Action Required: Yes ☐ No ☒ Date: _____	
Public Notification (USPS) All Downtown Businesses within the Commercial Downtown Zone (07/28/10); (E-Mail) Meetings and Agendas – City Council (09/08/10); (E-Mail) Meetings and Agendas – Redevelopment Agency (09/08/10); Chamber of Commerce (09/06/10); Culver City School District (09/06/10); Downtown Residential Organization (09/06/10); OliverMcMillan (09/06/10); Downtown Business Association (09/06/10).	
Department Approval: Sol Blumenfeld 08/25/10	City Attorney Approval: Carol Schwab (by H. Baker) (09/07/10) Agency General Counsel Approval: Murray Kane (09/01/10)
Chief Financial Officer Approval: Jeff Muir (by N. Kimball) () (09/08/10)	City Manager/Executive Director Approval: John M. Nachbar (09/08/10)
<u>RECOMMENDATION:</u> Staff recommends the City Council and the Culver City Redevelopment Agency Board (Agency Board) consider the Comprehensive Downtown Parking Study (Study) recommendations and provide direction to staff on the Study. <u>BACKGROUND:</u> On July 12, 2010, following public input and a presentation of their findings by Walker Parking, the City Council and Agency Board were introduced to the Study (See Attachment 1). Due to the scope of the Study and need for in-depth review, the City Council and Agency Board continued the discussion. On September 13 (continued from August 9) and September 27, 2010, Walker Parking will provide a presentation of key Study findings and recommendations to the City Council and Agency Board. The City Council and Agency Board will then be asked to provide specific direction on a limited number of recommendations. During the July 12th meeting, the public expressed concern about increasing rates in the public parking structures and meters that could result in spillover parking in residential neighborhoods; elimination of free parking in the public parking structures resulting in loss of downtown business; the expense of hiring additional Parking	

City of Culver City, California Agenda Item Report

Enforcement Officers and lack of vigorous parking enforcement in the residential neighborhood adjacent to downtown (See attached July 12th meeting minutes).

DISCUSSION:

Given the breadth of the Study recommendations staff recommends the following items be considered this evening:

1. Pooled Parking Program

Recommendation:

Eliminate the current pooled parking program and replace with a monitored system of parking credits.

The pooled parking program was established approximately 10 years ago in anticipation of the need for parking that would result from future growth in the downtown. The program provides that surplus public parking that exists either in downtown or within 750 feet of downtown can be considered for utilization by area businesses to meet their Zoning Code required parking pending approval by the City Council/Agency Board.

Recommended Action: That the City Council and Agency Board direct staff to include this item in an implementation plan.

2. Public Parking Structures Supply and Demand

During City Council's consideration of the budget in June 2010, staff was directed to study increasing parking rates as a means to generate revenue. At the time, staff recommended that the Council consider parking management objectives as well as revenue concerns, since proposed parking rate increases will influence customer parking decisions at these structures. The Study contains recommendations for rate increases at the Ince, Cardiff and Watseka Parking Structures which are intended to reduce use of the congested Watseka and Cardiff Parking Structures and promote increased use of the Ince structure.

Recommendation:

- A. Eliminate two hours free parking period at the Watseka and Cardiff Parking Structures and replace with \$1.00 per hour fee.

Due to the potential impact on downtown business a phased reduction in free parking hours could be implemented with direction from the Agency Board and City Council, to allow time for businesses and visitors to adjust.

City of Culver City, California Agenda Item Report

Recommended Action: That the Agency Board and City Council direct staff to study potential phasing of this item for inclusion in an implementation plan.

Recommendation:

- B. Eliminate two hours free period at the Ince Parking Structure and replace with \$0.50 per hour fee.

The Ince Parking Structure is subject to revenue restrictions because it was built with 'tax-exempt' bond proceeds. The Watseka and Cardiff Parking Structures are not subject to these restrictions because they were funded using tax increment. The Agency owns the Ince and Watseka Parking Structures and the City owns Cardiff. In summary the rates at Watseka and Cardiff structures may be raised without consideration of bond finance restrictions, however the tax exempt bonds used to finance the Ince structure restricts how much revenue may be generated at Ince.

Net revenues at Ince cannot exceed \$250,000 annually over the remaining 15 years of the bond's term (until 2025). If the Study's recommendation is adopted to eliminate the first two hours of free parking at Ince and to instead charge 50 cents, it would generate \$455,000 annually. When coupled with additional anticipated sources of revenue for use of Ince, staff anticipates the \$250,000 net income limit would be exceeded by a total amount of \$379,480 annually. Staff is now studying the feasibility of converting the 'tax-exempt' bond to a 'taxable' or method of eliminating the revenue restriction.

Recommended Action: That the Agency Board and City Council direct staff to study the feasibility of including this in an implementation plan given the revenue restrictions.

2. Operation of the Public Parking Structures

Recommendation:

- A. Utilize pay-on-foot technology (POF) at the public parking structures.

Recommended Action: That the City Council and Agency Board direct staff to include this item in an implementation plan.

Recommendation:

- B. Implement functional design changes at the public parking structures.

City of Culver City, California Agenda Item Report

Walker Parking recommends opening an additional exit lane at the Cardiff Parking Structure and reconfiguring the Culver Boulevard entry lane at the Ince Parking Structure.

Recommended Action: That the City Council and Agency Board direct staff to include this item in an implementation plan.

3. Revenue Enhancement

Recommendation:

Implement the parking structure and meter rate recommendations and recommended rate schedule contained in the Study for parking permits and citations in residential permit areas. (See Residential Parking below). (Staff has prepared a matrix comparing the cities identified in Appendix C of the Study for your reference – Please See Attachment 3)

Recommended Action: That the City Council and Agency Board direct staff to include this item in an implementation plan.

4. City Hall Parking Structure

Recommendation:

- A. Install parking access control equipment at the entrance to City Hall, parking structure level P-1.

Recommended Action: That the City Council and Agency Board direct staff to include this item in an implementation plan.

Recommendation:

- B. Utilize a parking attendant pay-on-entry system if needed to regulate the use of City Hall, parking structure level P-1.

Recommended Action: That the City Council and Agency Board direct staff to include this item in an implementation plan.

Residential Parking

Walker Parking considered the effect of implementing their recommendations relative to the residential areas adjacent to downtown, recognizing that rate increases may increase parking incursion into residential areas. To address the potential impact, Walker Parking made the following recommendations:

- Implement permit parking in the residential area adjacent to downtown;

City of Culver City, California Agenda Item Report

- Vigorously enforce the residential permit parking program when/if established;
- Create tiered fines for repeat residential parking offenders; and,
- Increase enforcement of downtown metered parking, ensuring that short-term parking spaces are available and will aid in reducing residential parking incursion.

Next Steps

Staff provided notice that the City Council and Agency Board would consider this item on August 9, 2010 and again this evening. As the item was continued without discussion those items scheduled for discussion on August 9 will be considered tonight. Contingent upon any direction the City Council and Agency Board provide to staff, it is expected this item would return to the City Council and Agency Board on September 27, 2010. Additional meetings may be necessary to finalize discussion of Walker Parking's recommendations. Upon completion of the Study review staff will create a detailed implementation plan that will incorporate City Council and Agency Board direction.

The purpose of the implementation plan will be to determine the cost, feasibility and time needed to implement each of the Study recommendations. Upon completion of the implementation plan staff will then return at a future date to the City Council and Agency Board to present findings and obtain direction.

FISCAL ANALYSIS:

As previously discussed, Walker provided a number of recommendations, most of which have some form of fiscal impact. As discussions of this study progress, staff intends to create a more focused set of recommendations that will identify potential cost and resource impacts associated with recommendations in the Study as a component of the implementation plan. The implementation plan will be considered at a future City Council Agency Board meeting.

ATTACHMENTS:

1. July 12, 2010 Staff Report, Item Number: J-1
2. Walker Parking Executive Summary matrix
3. Matrix comparing parking rates of other cities
4. July 12, 2010 Meeting minutes

City of Culver City, California Agenda Item Report

MOTION:

That the City Council and the Redevelopment Agency Board:

Consider the Study recommendations and provide staff direction regarding the Study.

ATTACHMENT 3

REGULAR MEETING OF THE
CITY COUNCIL, CITY OF CULVER CITY,
CALIFORNIA

September 13, 2010
5:30 p.m.

Call to Order & Roll Call

The meeting of the City Council was called to order at 5:30 p.m.

Present: Christopher Armenta, Mayor
Micheál O'Leary, Vice Mayor
Jeffrey Cooper, Councilmember
D. Scott Malsin, Councilmember
Andrew Weissman, Councilmember

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Closed Session

The City Council will adjourn to Closed Session to discuss the following item:

CS-1 Conference with Legal - Anticipated Litigation
Re: Initiation of Litigation - 1 Matter
Pursuant to Government Code Section 54956.9(c)

Heather Baker, Assistant City Attorney, clarified that the matter to be discussed in Closed Session is City of Culver City, et al. vs. Los Angeles Community College District, et al.; Case No. BS128400.

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Recess

The City Council recessed to Closed Session at 5:31 p.m.

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Reconvene

The City Council reconvened its meeting at 7:10 p.m., with all Councilmembers present.

September 13, 2010

Item J-1
(continued)

Further discussion continued regarding payments and the timing of City billing; the NOFA panel; staff time required; the value of the volunteer time; the budgetary analysis; Agency sponsored events versus other events in the City; concern that the policy proposal is based too much on an arts model rather than an economic development model; the importance of spurring economic activity in the City; the difference between arts events and economic development events; how efficient a group may be at doing something balanced with which events are valuable to the City; the 10% limit; annual consideration; the performing arts grant program; promotional ties-ins with the City; the value of media exposure and publicity; and developing new audiences.

Discussion continued regarding looking at events from an economic development standpoint; quantification; budgeting a certain dollar amount; feasibility of grandfathering organizations; total cost of each event and percentages of the total; concern with damaging already successful events; comparing guidelines with current practices; a desire for guidelines; staff agreement to provide additional information; events that become Culver City events; and other events requesting assistance.

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Item J-2

Consideration of the Comprehensive Downtown Parking Study Recommendations, Including Parking Structure Rates and the Pooled Parking Program.

Sol Blumenfeld, Community Development Director, provided a summary of the material of record.

Steffen Turoff, Walker Parking Consultants, discussed the current pooled parking program; monitoring and quantifying supply and demand; parking structures, parking management challenges; revenue; inventory; parking operations; the City Hall Parking structure; the parking credit system; monitoring; and goals and recommendations.

September 13, 2010

Item J-2
(continued)

Discussion ensued between the City Council, Mr. Turoff, and staff regarding covenants and long term leases; changing parking rates to direct parking to underutilized areas; issues created by free parking; and follow up after changes have been implemented.

Mayor Armenta invited public comment.

The following members of the audience addressed the City Council:

Ken Kaufman, Downtown Business Association, distributed and read from a letter from the Association about the parking study; discussed comparisons with Beverly Hills and Santa Monica; the importance of balancing price, convenience and accessibility; the two-hour free parking; and City Hall parking.

Cary Anderson provided a DVD presentation regarding problems addressed by the parking firm and feeding meters; he suggested metering loading zones; and he discussed parking in residential areas and enforcement of permit parking.

Neil Rubenstein felt it would be offensive to have to pay to park in the City Hall parking structure when coming to address City issues.

Meghan Sahli Wells, Downtown Neighborhood Association, reported that she was not receiving notices about items regarding the downtown area; reiterated a previous request to be notified for any items regarding the Downtown Neighborhood Association; expressed agreement with statements from the Downtown Business Association; and she asked that a protection for the residents be put in place before any changes are made.

Mayor Armenta asked staff to ensure that Meghan Sahli Wells was on the proper notification lists and suggested that any interested people enter their information in the computer at the back of the Council Chambers.

September 13, 2010

Item J-2
(continued)

Robert Zirgulis expressed support for maintaining the free two-hour parking; he suggested moving employee parking offsite; and he reported that the Culver City School Board and Linwood E. Howe allegedly had offered to lease their parking to the City.

Discussion ensued between the City Council and staff regarding the School District offer; two-hour free parking; length of parking time allowed in the busy Cardiff and Watseka structures; cost differentials as incentives to balance parking between the structures; validation for those visiting City Hall for City business; implementing changes in tandem with increased enforcement; parking credits; costs for parking structures; usage of Redevelopment Agency funds for pay on foot systems; improving traffic flow in the structures; funding and timeframe for space inventory signage; enforcement; revenue considerations; parking management considerations; neighborhood parking; rising meter rates; and the rate of ticket writing per hour for the downtown area.

Discussion ensued between the City Council and Steffen Turoff regarding results of predictions in the past; outcomes of other projects in other cities; the fact that the popularity of the area increases parking demand; concrete evidence; information from the industry leader; past experience; and cutting edge techniques.

Further discussion ensued between the City Council and staff regarding concern that the system would fail without consistent enforcement; the price of parking tickets and how much of the fine comes to the City; monitoring the effect of the changes; price versus available parking; consistent treatment of different areas in the City; driver habits; consumer turnover; impacts to nearby residents; protections for businesses in the downtown area; and moving traffic to different areas.

September 13, 2010

Item J-2
(continued)

Discussion continued between the City Council, staff; and Steffen Turoff regarding incentives for people to move after the first two hours; consultant experience managing parking at The Grove; the two-hour shuffle; concern with creating more movement; grace periods; validations; one-hour parking versus two-hour parking; incremental changes with monitoring; flexibility; success indicators; incentivizing parking in a different structure; keeping City business parking validated; contracting out enforcement; and new enforcement technology.

Responding to Councilmember Cooper, Ken Kaufman, Downtown Business Association, indicated that businesses promoted the two-hour free parking in the structures.

At this time, Meghan Sahli Wells, Downtown Neighborhood Association, discussed the importance of effective communication that parking is available in another lot and real time parking information, and she suggested more creative solutions.

Further discussion ensued between the City Council and staff regarding the time frame for the installation of real time parking signage; staff offering to provide a summary of recommendations made at this meeting for the City Council's review and input; monitoring the parking supply in the City; the way parking affects transportation decisions; the Metro project coming to the City; and transporting people from the Metro station to the downtown area.

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SUMMARY OF OPTIONS 1 & 2

Option 1

The table below shows projected revenues for fiscal year 2010-11, based on the current fee schedule and projected revenues for fiscal year 2011-12, if the City Council and Agency Board approve implementation of Option 1.

PARKING REVENUES

	Projected 2010-11*			Projected 2011-12**			Variance
	Transient	Monthly	Total	Transient	Monthly	Total	
Cardiff PS	\$ 175,000	\$ 61,200	\$ 236,200	\$ 821,363	\$ 103,785	\$ 925,148	\$ 688,948
Watseka PS	\$ 75,000	\$ 198,720	\$ 273,720	\$ 383,302	\$ 229,881	\$ 613,183	\$ 339,463
Ince PS	\$ 135,000	\$ 377,280	\$ 512,280	\$ 556,698	\$ 377,280	\$ 933,978	\$ 421,698
Canfield Parking Lot	\$ -	\$ 19,200	\$ 19,200	\$ -	\$ 24,642	\$ 24,642	\$ 5,442
	\$ 385,000	\$ 656,400	\$ 1,041,400	\$ 1,761,363	\$ 735,588	\$ 2,496,951	\$ 1,455,551

* Figures provided by Culver City Finance Department and Culver City Redevelopment Agency

** Figures provided by Walker Parking

Option 2

The table below shows projected revenues for fiscal year 2010-11, based on the current fee schedule and projected revenues for fiscal year 2011-12, if the City Council and Agency Board approve implementation of Option 2, Phase 1. Phase 2 implementation is projected to generate revenues as shown above for Option 1.

PHASE 1 - PARKING REVENUES

	Projected 2010-11*			Projected 2011-12**			Variance
	Transient	Monthly	Total	Transient	Monthly	Total	
Cardiff PS	\$ 175,000	\$ 61,200	\$ 236,200	\$ 410,682	\$ 103,785	\$ 514,467	\$ 278,267
Watseka PS	\$ 75,000	\$ 198,720	\$ 273,720	\$ 191,651	\$ 229,881	\$ 421,532	\$ 147,812
Ince PS	\$ 135,000	\$ 377,280	\$ 512,280	\$ 135,000	\$ 377,280	\$ 512,280	\$ -
Canfield Parking Lot	\$ -	\$ 19,200	\$ 19,200	\$ -	\$ 24,642	\$ 24,642	\$ 5,442
	\$ 385,000	\$ 656,400	\$ 1,041,400	\$ 737,333	\$ 735,588	\$ 1,472,921	\$ 431,521

* Figures provided by Culver City Finance Department and Culver City Redevelopment Agency

** Figures provided by Walker Parking



APPENDIX E

FACILITY MAINTENANCE PROGRAM

APPENDIX E - FACILITY MAINTENANCE

ROUTINE AND STRUCTURAL



MAINTENANCE PROGRAMS

A concerted effort must be consistently exercised to properly maintain parking structures and surface parking lots. A comprehensive maintenance program should be implemented to direct such efforts and document progress in this area.

POLICY AND OBJECTIVE DEVELOPMENT

Comprehensive maintenance programs that include general housekeeping, preventive maintenance and repairs are essential to a facilities long-term structural survival. Such programs should be tailored to each individual parking facility. In addition, implementing “best practice” policies are essential to maintaining the cleanliness and overall appearance of a facility.

MANAGEMENT

The Parking Manager position that we have recommended be established should ensure compliance with the Maintenance Program developed for each facility. The Manager should conduct and document Monthly Maintenance Inspections and Audits that should guide future maintenance efforts and provide substance for planning future maintenance improvements. These inspections should be completed and documented regularly, on a monthly basis.

STRUCTURAL MAINTENANCE

Failing to properly maintain the condition of a concrete parking structure could result in significant deterioration and ultimately in the collapse of key structural components. The Parking Operator and Owner of a structure should collaborate on a regular basis in regard to implementing structural maintenance “best practice” policies. These collaborative efforts in developing a sound Structural Maintenance Program should include at a minimum the following schedule that is traditionally recommended by engineers:

- o Bi-Annually Power Sweeping and/or Scrubbing
- o Annually Power Washing, Professional Draining Inspection, Professional Visual Inspection
- o Every 4 years Reseal Decks
- o Every 5 years Professional Condition Testing
- o Every 8-10 years Replace Construction Joints
- o Every 12-14 years Replace Expansion Joints
- o As needed Route and seal Concrete Cracks

APPENDIX E - FACILITY MAINTENANCE

ROUTINE AND STRUCTURAL



HOUSEKEEPING

The objective of the Housekeeping plan is to establish and maintain a clean, safe parking facility. If applicable, the Parking Operator should monitor outside contractors' schedules and performance (i.e., trash dumpsters, window cleaning, elevators, exterminator service, equipment and fixture service, and landscaping services). If operated in-house, the Manager should ensure these routine services are planned and that a schedule of services is implemented and performed by the maintenance staff members assigned to the Facilities.

JANITORIAL MAINTENANCE PLAN

The Manager shall maintain the Facilities based on the standards outlined in the Parking Garage Maintenance Manual published by the Parking Consultants Council of the National Parking Association.

MAINTENANCE LOG

The Maintenance Log is a daily list of janitorial/ maintenance tasks to be performed and reported by shift. The Log also covers seasonal related duties that must be performed when required. The Manager shall review this log on a monthly basis, for compliance, completeness, accuracy, and quality. All logs or related reports and inspections shall be filed and available for future reference.

ANNUAL MAINTENANCE INSPECTIONS

The Manager should prepare a report annually that details maintenance efforts throughout the year. The goal of the annual report is to facilitate efforts toward developing a long-term Capital Maintenance plans and to ensure that routine housekeeping efforts consistently maintain the level of service preferred by the Agency.

MAINTENANCE STAFF

The quality of the maintenance staff should be professional in appearance. Staff members should be trained to ensure a level of job knowledge appropriate to complete their assignments and maintain the Facilities. The maintenance staff shall be responsible for the following at a minimum:

- o Regular site inspections for areas that require attention (i.e. housekeeping and unsafe conditions);
- o Take corrective action to address conditions that are sub-standard or unacceptable;
- o Responding to spills, hazardous conditions and changing of light bulbs, as required;
- o Policing areas throughout the Facilities, clearing stairwells and other areas where debris collects.

In addition to these general items, all items contained in the Facility Maintenance and Parking Equipment Reports and the Facility Maintenance Schedule shall be addressed (see accompanying Reports and Schedule).

APPENDIX E - FACILITY MAINTENANCE

ROUTINE AND STRUCTURAL


WALKER
 PARKING CONSULTANTS

Facility Maintenance Report	
Location: _____	Time In: _____
Date: _____	Time Out: _____ Employee: _____
Daily	Items below must be completed daily; check-off when completed.
	Check parking equipment for proper operation. Repair or report malfunctions to Supervisor.
	Empty trash/litter on all floor and on surface lots, replace can liners.
	Clean and remove all litter and debris in stairwells, entrance/exit areas; spot clean and sweep as needed.
	Wipe down hand rails.
	Walk garage ramps; remove litter and debris, spot sweep, as needed.
	Clean cashier/security booth areas; remove all litter and debris.
	Clean elevator vestibules, floors and walls; remove litter and debris and spot sweep, as needed.
	Inspect areas for vandal damage; spot clean and report to Supervisor.
	Note light bulbs out by floor and location.
	Clear pedestrian areas of obstacles and debris as required.
As Needed	Items below must be completed as assigned by Supervisor.
	Window cleaning;
	Wash out trash receptacles;
	Wipe down signage;
	Dust ledges and remove cob-webs;
	Paint curbs, bollards, fire extinguisher boxes;
	Clear drain plates of debris.
Weekly	Items below must be completed weekly; check-off when completed.
	Wipe down parking equipment
	Mechanical sweeping (may be a contracted service)
	Light bulb and lamp repair (within a week of notice, contracted service)
Annually	Items below must be completed annually; check-off when completed.
	Line striping of parking areas (contracted service)
	Guard rail painting (contracted service)
	Stairwell painting (contracted service)
	Pressure wash designated areas within the Facility (contracted service)
	Upon completion of a shift, sign below and submit to Supervisor
Date: _____	By: _____

APPENDIX E - FACILITY MAINTENANCE

ROUTINE AND STRUCTURAL



WALKER
PARKING CONSULTANTS

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APPENDIX E - FACILITY MAINTENANCE

ROUTINE AND STRUCTURAL


WALKER
 PARKING CONSULTANTS

Facility Safety Maintenance Schedule				
Location: _____		Employee: _____		
Date: _____		A = Acceptable; R = Corrections Required N/A = Not Applicable		
Part I: Injury and Accident Prevention Documentation				
A. OSHA Documentation	A	R	Target Date	N/A
Injury and Illness prevention program				
General Safety rules identified				
New Hire Safety Orientation				
Postings in Place (OSHA, Worker's Compensation, Safety Rules, etc.)				
List of Chemicals				
OSHA 300 Log available and up to date				
Facility Safety Maintenance Schedules completed and up to date				
B. Employee Safety Training	A	R	Target Date	N/A
Documentation of training of new employees				
Documented monthly safety talks				
Documented safety training attendance rosters				
Documentation of safety training for specified job classifications				
Documentation of violence prevention training				
C. Health and Safety Programs	A	R	Target Date	N/A
Hazard Communication Program				
Respiratory Protection Program				
Facility Inspection Program				
Lane Monitoring Program				
D. Emergency Procedures	A	R	Target Date	N/A
First Aid (personnel, procedures and supplies)				
Emergency Evacuation/Response Plan				
Workplace Violence Protocol in Place				
Emergency Contact List (up to date and in place)				
Part II: Physical Inspection				
A. Parking Lot or Garage	A	R	Target Date	N/A
All Exits clearly signed and marked				
Presence of Liability Signs (must match information contained on tickets)				
All lot surfaces in good repair				
Wheel stops in good repair/properly placed				
Line striping clear and defined				
Traffic directional arrows clear, defined and in place				
Convex mirrors installed at "blind intersections"				
Pedestrian ways defined/non-skid surfaces in place and in good repair				
Posted speed limit and caution signs present				
Sufficient lighting				
Lighting fixtures in good working order				
Gate Arms working properly (protective padding and "not a walkway" posted)				
Curbs painted in a contrasting color				
All areas free of debris and obstruction				
Parking areas and walkways free of debris and "slip and fall" hazards				
Ticket Dispensers closed and locked				
Gate Arm control boxes closed and locked				
All key boxes locked and secure				

APPENDIX E - FACILITY MAINTENANCE

ROUTINE AND STRUCTURAL



WALKER
PARKING CONSULTANTS

B. Cashier Booths and Pay-on-Foot Station Areas	A	R	Target Date	N/A
Security cameras in place				
Doors and windows operable and lockable				
Money drop and cash collection procedures in place and documented				
Security and training procedures documented				
Emergency phone numbers in place				
Heating, ventilation and air conditioning system (HVAC) operational where applicable				
Electrical cords in good condition				
Workstation ergonomics addressed and adjustments made				
Cashier chair stable and in good condition				
Pay-on-Foot station clean and general appearance is acceptable (If POF is installed)				
Sufficient lighting and visibility present				
Fire extinguishers in place				
No Smoking Policies observed and documented, signage in place				
Areas around booths and pay-on-foot stations well lit, free of obstructions, secure				
C. Stairwells	A	R	Target Date	N/A
All required stairwell signage in place				
Exit signs in place per local Building Codes				
Doors to stairwell can open and close and in good condition				
Exterior doors closed and locked, if applicable				
Stairs clean and clear of debris, "slip and fall" hazards				
Non-slip strips in place on individual stairs				
Sufficient lighting and in good working order				
Appropriate signs posted in accord with local Fire Codes				
D. Elevators	A	R	Target Date	N/A
Elevator cabs operating properly				
Doors safely open and operational				
Elevator cabs level on all floors				
Sufficient lighting in elevator cabs and in elevator vestibule areas				
Emergency alarms and telephones operational				
Directions to nearest stairwell posted				
Liability disclaimers present and posted near elevator cabs				
Permits and appropriate licensing displayed in cabs				
E. Employee and Public Restrooms	A	R	Target Date	N/A
Supplies in stock (paper, soaps, etc.)				
Drinking and washing water available				
Appliances are operating properly				
Employee signs posted				
No Smoking signs in place				
F. Parking Office Area	A	R	Target Date	N/A
Workstations are ergonomically correct				
Office is neat and clean (free from debris, electrical and "trip & fall" hazards)				
Emergency Evacuation Diagrams posted				
Fire extinguishers in place				
Emergency contact numbers on file and current for all employees				
All chairs and furniture in good working order				
Interior and exterior lighting is sufficient				
G. Emergency Equipment	A	R	Target Date	N/A
Emergency Evacuation Plan in place				
Flashlights, batteries, drinking water supplies in stock				
Fire extinguishers in place; inspection dates are current				
First Aid supplies available and in good condition				

APPENDIX E - FACILITY MAINTENANCE

ROUTINE AND STRUCTURAL



WALKER
PARKING CONSULTANTS

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ATTACHMENT 6

Municipal Parking Rate Survey

Per Appendix C of Comprehensive Parking Study

Municipalities	Parking Authority	Meter Rates	Parking Meter Enforcment Hours	Parking Structures/Lots Daily Rate	Variable Time Rate (such as unique evening rate)	Parking Structure \$/per month
Culver City (current)	N/A	\$1.00 per hr	8 AM - 6 PM Monday - Saturday	\$1.00 per hr/\$8.00 max/2 hrs free	2 hr validation for theater patrons	\$60 for 5 day access, \$80 for 7 day access
City of Santa Monica	Contract Operator/Parking Office	(w/proposal to increase to \$1.50 per hr)	8 AM - 6 PM Monday- Saturday	\$2.00 per hr/\$7.00 max w/2 hrs free	\$3.00 evening flat rate	\$82.50 (proposed to be raised to \$121.00)
City of Beverly Hills	Parking Operations Division	\$1.00 per hr	8 AM - 6 PM	\$2-\$3.00 per hr/ \$10 - \$22.00 max w/1-2 hrs free	typically \$5.00 flat rate after 6PM	\$65.00 - \$185.00
City of West Hollywood	City of Beverly Hills (meters) & Contract Operator	\$1 - \$4.00 per hr	until 8 PM weekdays and midnight on weekends	\$1.00 per hr until 5 PM	\$6.00 evening flat rate	\$145.00
City of Pasadena (Old Town)	Parking Division	\$1.25 per hr	8 AM - 12 AM daily	\$1.00 to \$2.00 per hr/\$5.00 to \$6.00 max /1.5 to 2 hrs free	\$5.00 evening flat rate	\$65 - \$90.00
City of Inglewood	Transportation Division	\$0.50 per hr.	7 AM - 7 PM daily	\$1.50 to \$2.00 per hour/\$7.50 all day.	Not Applicable	\$30 - \$50.00
City of Hermosa Beach	Contracted Operator & Community Services Div.	\$1.00 per hr	10 AM - 10 PM 7-days per week	\$1.00 per hr, \$16 daily maximum	\$4.00 peak evening flat rate; \$6.00 flat rate on weekends	\$50.00
City of Redwood City	Finance Deptment & Contract Operator	FREE or \$0.25 - \$0.50 per hr	10 AM- 6 PM; some free all day Saturday; some free all day Sunday; some free all weekend; (NO	\$0.25 per hr base rate non-peak; \$2.50 - \$5.00 per hr. peak (depends on garage)	4-hours free validation for cinema patrons; 1-2 hours free with validation by downtown businesses	\$30 - \$60
City of San Luis Obispo	Parking Services Division	\$0.75 to \$1.25 per hr.	9 AM to 6 PM Monday- Saturday	\$0.75 per hr/ \$7.50 max w/1 hr free	Not Applicable	\$40
Culver City (Walker Parking recommends)	Parking Department	\$1.50 per hr	8 AM - 11 PM 7 days per wk	\$1.00 per hr (Cardiff PS, Watseka PS) \$.50 per hr Ince PS	\$2.50 max charge w/theater validation	\$70 for 5 day access at Cardiff PS, Watseka PS

ATTACHMENT 7 PACIFIC THEATRES

To: Christopher Evans

From: Andrew Makishima

RE: Culver City Downtown Parking Study

Date: 3/18/11

Hello Christopher,

Hello, my name is Andrew Makishima. I am the General Manager of Pacific Theatres Culver Stadium 12 Cinemas. After thinking through the proposed rate changes for parking in the downtown area based on the parking study, I would like to address the matter of theatre parking validation.

I understand the need for increased parking rates in the downtown parking structures. It makes sense to encourage parking in the Ince and City Hall structures and the necessity for making the traffic flow more efficiently at the Cardiff and Watseka structures is a must, given that it can take close to an hour to get out of there during peak periods of the week.

Changing the theatres parking validation is a point that I am not aligned with. The proposed change would significantly devalue our offered validation, moving from 4 hours of free parking to a flat rate of \$2.50. The following are some business concerns I have – that I believe would affect the Downtown area as well...

From the theatre's perspective, our attendances will be negatively impacted by this rate change. Guests will simply go and see their movies at one of our competitors who both have better rates than what is proposed. The Rave 18 Theatres at the Howard Hughes Center gives their guests 4 hours of parking for \$2.00. AMC in Century City offers 3 free hours of parking and then an additional 2 hours on top of that for \$3.00. Parking is a big factor when people are deciding what movie theatre to visit. We cannot afford to lose business to our competition over this.

Not only is the proposed rate higher than our competitors, there is essentially no value to our validation if a guest is simply seeing a movie and that's it. If a guest were to come to our theatre, park in Cardiff and only see a movie they could conceivably be out of the structure in 2-2.5 hours and under the new rates would be paying \$2-\$2.50 (\$1 per hour), which is the same amount we are offering with validation. In the case of the Ince structure where the proposed rate is \$0.50 an hour, our guests would be paying more with our validation than without. I see this as punishing guests who are just coming to downtown to visit our theatre.

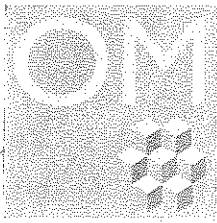
The only way that they would see a value in our validation is if they stay in downtown for 3+ hours (or 6+ ours if they are in Ince). I can see how this would be beneficial to the restaurants in the area because it encourages guests to stay in downtown longer but it is not benefiting us at all. In the long run this would negatively impact the restaurants far more as foot traffic from destination-seeking guests would be reduced and revenue would be taken out of Culver City and brought into the neighboring cities of our competitors.

ATTACHMENT 7 PACIFIC THEATRES

Our parking agreement with the City states that any fee changes made must have the Developer (Oliver McMillan) and the theatre operator's (Pacific Theatres) reasonable approval. We cannot approve of a fee that would give a competitive advantage to theatres in the surrounding communities. Thank you for taking the time to read this and I am confident that we can in good faith come to an agreement on this matter moving forward.

Sincerely,

Andrew Makishima
General Manager
Pacific Theatres
Culver City Stadium 12
(310) 559-2416
amakishima@pacifictheatres.com



VIA FACSIMILE AND FIRST CLASS MAIL

733 8th Avenue

April 26, 2011

San Diego, California

92101

T 619.321.1111

F 619.321.1234

The Honorable Mayor and Members
of the City Council of Culver City
The Culver City Redevelopment Agency
9770 Culver Boulevard
Culver City, CA 90232

**Re: Consideration of Parking Fee Increases for Downtown Public
Parking Facilities**

Ladies and Gentlemen:

In response to the courtesy notice received and discussion due to take place on Monday, May 2, 2011, this letter is to advise you that OliverMcMillan is opposed to, and does not approve of, any purposed parking fee increase for Downtown public parking facilities. We feel that any increase in parking fees at this time will have a severe impact on the businesses within the downtown Culver City area, including the properties that OliverMcMillan, and its affiliated companies, collectively own and manage. These properties include the Pacific Theatres, Trader Joe's, and the building that contains Chipotle, Cold Stone Creamery, and Daphne's Greek Restaurant.

Downtown Culver City has turned into a tremendous pedestrian oriented attraction for the residents of Los Angeles and Southern California. The area's unique architecture, location, ease of access, and parking attributes have been the catalysts behind the area's growth. Contributing to Culver City's growth has been the ability to provide at rates that are no greater than those of the locales that compete with Culver City for entertainment dollars. This has allowed people to stay longer, spend more, and visit more often, resulting in increased revenues for restaurants, retailers, and local businesses, and increased sales tax collections for the City.

In today's difficult economic environment, the media constantly remind us of the increasing care that patrons of dining and entertainment venues are exercising in determining how to spend their limited resources. Sure, we may read or hear that luxury goods are once more being bought up by high end consumers, but aside from those name brand goods, consumers are looking for the lowest cost when it comes to products that are, essentially, interchangeable – such as movies, or groceries. If this were not the case, then why the long lines to fill up with gasoline at Costco, the lowest price provider?

The Honorable Mayor and Members
of the City of Culver City
The Culver City Redevelopment Agency
April 26, 2011
Page 2 of 2

Can there be any question that given the choice between movie theater complexes in the same area, consumers will gravitate toward the complex that offers the lowest overall cost experience? Or that Trader Joe's will suffer a reduction in customer traffic when shoppers are required to incur an additional cost for parking? When yours is the only grocery store where customers must pay for parking, you run the risk of a backlash – losing those customers who become angry at what they perceive as “unethical” or “greedy” behavior, and simply refuse to spend their dollars at your establishment.

We have examined other movie theater complexes in the relevant trade area. Below is a list of those theatres and their corresponding hours of free parking they provide.

1. AMC Century City – Three (3) hours free parking
2. Landmark Santa Monica – Free parking all hours
3. Marina United Artists (US) – Free parking all hours.
4. Culver Plaza – Free with ticket

As for the smaller food venues (Chipotle, Daphne's, and Cold Stone Creamery), these businesses will also surely suffer if their clientele is required to pay for parking in order to purchase the lower ticket food items that they offer.

In closing, and pursuant to Paragraph 2 of Section 300 of the Parking Agreement between the Culver City Redevelopment Agency and OliverMcMillan Culver City, LLC, we do not approve of the plan to charge to users of the Parking Areas (as defined in the Parking Agreement). In light of the reasons given above, the withholding of our approval is reasonable.

Thank you for your consideration of the foregoing. We are available to discuss in more detail and please feel free to contact me if you have any questions or comments.

Very truly yours,



Morgan Dene Oliver
Chief Executive Officer
OliverMcMillan

ATTACHMENT 7

Evans, Christopher

From: Scott McKinlay [smckinlay@fmsmf.org]
Sent: Thursday, March 17, 2011 11:49 AM
To: Evans, Christopher
Subject: Consideration of Parking Fee Increases for Downtown Public Parking Facilities

To Mr. Christopher Evans,

As a 10 year resident homeowner on Irving Place, I am staunchly opposed to any increase of current parking fees.

It is perplexing why the current city administration doesn't feel they are subjected to the same financial forces bearing down on *all* of us taxpayers...

My suggestion is for the city to look at more efficient ways to maximize their current budget and stop with the knee-jerk reaction to increase revenue on the back of local taxpayers and or valuable visitors to our city.

Parking in Culver City is still not *that* inconvenient. Let's keep it that way.

Respectfully,

Scott W. McKinlay
4210 Irving Place

Director, Community Relations
Film Musicians Secondary Markets Fund (www.fmsmf.org)

ATTACHMENT 7

Evans, Christopher

From: dcrotw7449@aol.com
Sent: Thursday, April 21, 2011 6:57 AM
To: Evans, Christopher
Subject: Consideration of Downtown Parking Fee Increase

Hi Mr. Evans,

I live at 9628 Braddock Drive. My block currently has permit parking; 1 hour during the week and no parking on the weekends.

During the 1 hour period, there has not been any enforcement unless parking enforcement is called. There is no routine patrol and enforcement. Weekend (permit only) has spotty enforcement. There does appear to be an attempt at enforcement without being called. It is not consistent.

What my block needs to prevent incursion is to be patrolled as if it is part of downtown. It is actually only a block south of Town Plaza, and is a weekend favorite (especially evenings) for illegal parking. Residents on Friday and Saturday nights in particular will not likely find parking on their "permit only" block due to illegally parked vehicles. Why pay for parking when you can park 1 minute away for free, and the chance of getting a ticket is about zero?

I think the entire vicinity should be permit only, which is far easier to enforce than allowing 1 or 2 hour parking, and ticket all of the illegally parked vehicles with a consistent patrol.

As far as escalating fines for repeated incursions are concerned, I think residents are likely to get a ticket now and then by forgetting to display the hanging permit. Over time, residents would be the ones that would fall victim to that scheme. (I believe this was a suggestion in the parking study - I may be wrong.)

Thank You,

David Crotwell

ATTACHMENT 7

Evans, Christopher

From: Claudia Yi Leon [yileon@yahoo.com]
Sent: Monday, April 25, 2011 12:02 AM
To: Evans, Christopher
Subject: COMMENT: Parking Fee Increase for Downtown Public Parking Facilities

Dear Mr. Evans,

I am a culver city resident, and have lived on Duquesne and Braddock for almost eight years. I urge you to not increase the parking fees downtown, as it will cause more spillover of parking into the neighborhood. Already, because of the boom in restaurants and bars in downtown culver city, parking is getting more and more difficult to find (I rely on street parking; I have no garage). Why not levy a tax on the restaurants and bars instead? At the very least, any increase in parking fees must be accompanied by a change to permit-only parking in the neighborhood, coupled with strict enforcement.

Thank you,

Claudia Yi Leon
4105 Duquesne Ave, #6
Culver City, CA 90232

RECEIVED
C.C.R.A.

2011 MAR 21 AM 10:11

3/17/11

Hi, I am a renter,
previous resident of Culver City - I
love this city. Downtown is
gimping, I say DO NOT raise
parking fees. Why discourage
people from coming to this
city to go to movies, eating,
and buying things.

NO on raising fees.

Sharon Walder
9520 E Lucerne Ave #3
Culver City, 90232