

TO: CULVER CITY CITY COUNCIL

**FROM: CULVER CITY CENTENNIAL CELEBRATION COMMITTEE
(CCCCC)**

Re: Request for Waiver of City Cost for Opening Ceremonies

Background

On September 24, 2016 CCCCC will commence its one-year long celebration with three events: (1) A morning parade starting at Veterans Park and ending near the Culver Hotel; (2) A formal ceremony at the intersection of Culver Blvd. and Main Street; and (3) an afternoon block party planned by the Downtown Business Association.

At the request of the City, CCCCC has retained the services of Kevin Rock & Associates to ensure that the needs of the City are met in order to provide a safe and enjoyable series of events. To this end, Mr. Rock has met with all of the involved department directors and ascertained the estimated costs to the City in supporting these events, a list of which is attached.

To date our fund raising efforts have exceeded our expectations. For that reason CCCCC has not yet found it necessary to seek the full amount of the City's financial support available pursuant to its Memorandum of Understanding (MOU) with CCCCC as follows:

- a. Section 3A- of the MOU authorizes reimbursement to CCCCC by the City of \$25,000.00 for Fiscal Year 14/15 pursuant to the procedure described in Section 3C. **CCCCC only used \$15,500.00.**
- b. Pursuant to Section 3B, CCCCC requested the City to authorize \$15,000 for the fiscal year 15/16. **We used \$1,500 only.**

In sum, while the MOU provided a method of seeking reimbursement from the City of expenses over the first two fiscal years of a total of \$50,000, the City's total cash contribution to date is \$17,000.00. At this time we do not expect to seek further City cash contribution. While fundraising has been successful to date we anticipate that amount of additional funds raised will decrease over the next year.



Culver **CITY**
CENTENNIAL
CELEBRATION

Request

If CCCCC is to continue to provide events leading up to the series of closing events described in its Quarterly Report, we will incur substantial future costs. One suggested event may be the celebration of Harry Culver's birthday, next January. We will be incurring the costs of transportation to our closing ceremonies for some of the Culver family who now reside in Washington. At the present time our policy is to reach out to all segments of our community and encourage individuals and organizations to create, plan and finance their own events. There may, however be planned events by city-supported organizations i.e. Historical Society, Sister City Committee, July 4th Show, that by reason of the centennial year, may seek CCCCC funding support to enhance their event. We would like to be able to consider such proposals.

Section 5E of the MOU provides in part: "...the City agrees to provide to CCCCC other in-kind contributions to facilitate the goals and objectives of CCCCC, whenever there are available City resources and it is reasonable to do so."

For the above reasons CCCCC respectfully requests waiver of city estimated costs connected with the opening day ceremonies, as per the attached list.

PAUL A. JACOBS

President, CCCCC

CCCC Cost Estimate prepared by Kevin Rock/Mike Lazaro/Warner Anderson			
Estimated City Costs related to the Culver City Centennial Celebration Events September 24, 2016			
Staffing Required 6am-6pm / Event Hours 7am-4pm			
Department		Estimated Costs	
Police Department		\$26,000.00	
1. Initial estimate is expected to be reduced once the road closures plan is finalized			
2. Department will be helping with safety along the parade route/block party			
Fire Department			
1. There are no expected costs for FD related to the Centennial events		0.00	
Public Works			
PW Maintenance Op		\$2,500.00	
Engineering		\$2,600.00	
Sanitation		\$2,200.00	
1. Public Works is assisting in the road closure plan design			
2. PW will be supervising traffic control on the day of the events			
3. The sanitation plan includes collection of both refuse and recycling along the parade route and in the Block Party			
4. Included are the refuse and recycling bins to be placed along the route and in the Block Party area			
Permits			
Special Event			
Street Closure-Engineering		\$320.00	
Recycle/Waste		\$125.00	
Banner (w/install surcharge)		\$310.00	
Road Closures			
JCL Traffic		\$10,550.00	
1. Includes all pre-event neighborhood notifications and sign posting			
2. Day of the events road closures and reopenings per scheduling and safety			

3. Closures include Culver Blvd. from Overland to Ince and surrounding streets. Some are		
total closures to all traffic and some will be local access only - the traffic control plan		
will spell everything out in complete detail		
Transportation		
2 DAR Shuttle Buses from Vets Park to Downtown Culver City		\$2,750.00
Bus with driver for the Parade		\$375.00
Bus Stop closures - expenses for rerouting regular bus lines for Culver Blvd. closure		\$4,400.00
Banners		
25 Light Pole Banners and 2 Row Banners installation		\$1,475.00
Vehicles		
City vehicle parade entries: 2 CCPD motorcycles, CCPD patrol car, CCPD van, CCFD Fire Engine		cost TBD
Truck, Sanitation Truck, Public Works vehicle		
Estimated Total of City Costs for Labor and Goods		\$53,605.00