



Culver City Centennial Celebration Committee

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culvercity100.org

CCCCC is a 501c3 non-profit Organization which is organized To plan and coordinate activities For Culver City's Centennial.

Celebration is from:
Sept. 20, 2016 – Sept.20, 2017.

All donations are tax deductible under 501 c3 IRS regulations.

April 24, 2017

TO: MAYOR JIM B. CLARKE AND MEMBERS OF THE CITY COUNCIL

FROM: PAUL A. JACOBS, PRESIDENT OF THE CULVER CITY CENTENNIAL CELEBRATION COMMITTEE (CCCCC) AND THE CITY OF CULVER CITY (CC)

RE: REQUEST FOR FUNDING

The Culver City Centennial Celebration Committee, a non-profit corporation created by the City of Culver City, requests \$25,000 to fund planned centennial celebration closing events. A copy of our planning budget for those events is attached.

Closing Ceremony *Events* are being planned between September 16 and 23, 2017 as follows:

September 16: Joint celebration with the CC Historical Society at Veteran's Memorial Park featuring games, birthday cake, music and more, encouraging family and children's participation. The CC Historical Society is considering bus tours and a showing of its Archive.

September 20: Commemoration Day at City Hall, celebrating the issuance of our Culver City Charter. The community and past and present elected officials will be invited.

September 23: Centennial Celebration and Ten Year Anniversary of Culver Hotel ownership. While the official closing of our centennial year is on Wednesday, September 20, it will be more appropriate to hold our closing party on Saturday, September 23. This venue offers CCCCC the opportunity to provide a final centennial year event at a historic site with an owner and general manager that has experience and the resources to make this event an enjoyable and successful occasion.

This request is made pursuant to the existing MOU between CCCCC and CC which provides in part: "For subsequent fiscal years 2015-2016 and 2016-2017, City agrees to consider reimbursing CCCCC in an amount not to exceed the amount allocated annually by City Council..." (Sec.3, B.) "Subsequent to the initial advance paid to CCCCC in accordance with Section 3.A of the MOU, any future requests from CCCCC for additional payments will be handled on a case-by-case basis." (Sec.3,C.)

Since the creation of CCCCC it has sought and used reimbursement expenses totaling \$17,500 notwithstanding CC allocation of \$25,000 for Fiscal Year 2014-2015. CC has also provided in-kind municipal services of \$54,000.00 and allocated an additional \$13,000 in discretionary funds to the City Manager—**which has not been used.**

CCCCC is confident that fundraising efforts connected with the proposed Centennial Garden and Tribute Wall will engage the residential and business community and be productive. Timing of these efforts, however, is dependent upon the Council's adoption of a RFP and may preclude ample opportunity for early fundraising to ensure sufficient funding for our closing events.

It is therefore requested that CC exercise its discretion and grant the sum of \$25,000 to be allocated to CCCCC, subject to its submission of appropriate invoices.

Respectfully,

Paul A. Jacobs, President

P.O. Box 4521, Culver City, CA 90231-4521 ~ culvercity100@gmail.com ~ (424) 258.0112

Saturday, September 16, 2017 - Birthday Party in the Park		
From 11:00am to 3:00 pm.		
Line Items	Details	Estimated cost
Additional Advertising		\$2,500.00
Presentation of Banners to CCUSD Student Artists		\$100.00
Stage rental		\$1,200.00
Sound System		\$1,000.00
Tenting for Stage, and listening area		\$1,500.00
Game Setup		\$1,500.00
Entertainment		\$1,000.00
Portable Toilet Facilities	10 units @200	\$2,000.00
Decorations, signage, etc.		\$1,000.00
Prizes - game prizes		\$1,000.00
Cupcakes		\$3,000.00
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SUB TOTALS		\$15,800.00
Offset Income from food trucks at \$350 per truck	6 Food Trucks	-\$2,100.00
ESTIMATED COST TO COMMITTEE		\$13,700.00
Estimated In-Kind City Services	SPECS	COST ESTIMATE 2000 PEOPLE
Security/Police		\$1,500.00
Emergency services		\$1,000.00
PRCS staff for event		\$500.00
Custodian fee - sanitation		<u>\$500.00</u>
		\$3,500.00

Incorporation Commemoration: Wednesday, September 20, 2017		
From 11:30am to 1:00pm		
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	-	-
Items	DETAILS	ESTIMATE
Invitations	Design, print, mail and email	\$500.00
Airfare and Hotel Culver Family Members (6 persons estimate)	Rough est: \$3,000 AIRFARE; \$2,000 HOTEL	\$5,000.00
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Stage		\$500.00
Sound/Microphone		\$500.00
Culver Family Presentation Item (City Incorporation Papers)		\$500.00
Entertainment - (band/jazz)		\$500.00
Plaque - City Incorporation Papers		\$500.00
Beverages		\$500.00
Lunch for City Employees	\$15 x 300 persons	\$4,500.00
ESTIMATED COST		\$13,000.00
Estimated In-Kind City Services	DETAILS	COST ESTIMATE
Security	10 person/hours@50 - off-duty CCPD	\$500.00
Set up	estimate	\$500.00
Tables/Chairs - Parks dept.	10-12 tables; 150-200 chairs	\$500.00
Sanitation Dept	10 person/hours @50	\$500.00
	-	-
	-	<u>\$2,000.00</u>