ADJOURNED REGULAR MEETING OF THE
COMMITTEE ON PERMITS AND LICENSES,
CITY OF CULVER CITY, CALIFORNIA

Call to Order & Roll Call

The meeting of the Committee on Permits and Licenses was called to order at 11:00 a.m.

Present: Shelly Wolfberg, City Manager's Office
                  Jose Mendivil, Community Development Department
                  Nagam Rao, Finance Department
                  Emery Eccles, Police Department
                  Mike McCormick, Fire Department

Staff: Roland Miranda, City Attorney's Office
                  Michelle Villongco, Secretary
                  Kimberly Dame, Business License
                  Gabe Garcia, Public Works

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Public Comment – Items on the Agenda**

Chairperson Wolfberg invited public participation.

Michael Foroutan and Luca Fiorini were present to discuss items A-2 through A-3.

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Public Comment – Items Not on the Agenda

Chairperson Wolfberg invited public participation.

There was no response.

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CONSENT CALENDAR

MOVED BY COMMITTEE MEMBER RAO AND SECONDED BY COMMITTEE MEMBER ECCLES THAT THE COMMITTEE ON PERMITS AND LICENSES APPROVE CONSENT CALENDAR ITEMS C-1 THROUGH C-5.

<u>Item C-1</u>

Approval of Minutes for the Adjourned Regular Meeting on October 4, 2017.

THAT THE COMMITTEE ON PERMITS AND LICENSES:

- ***APPROVE MINUTES***

Administrative Approval Given to GIRL SCOUTS OF GREATER L.A.-ALL REGION

THAT THE COMMITTEE ON PERMITS AND LICENSES:

- ***APPROVE RATIFICATION OF INFORMATION CARD PERMIT***

Administrative Approval Given to BLUE REVOLVER INC.

THAT THE COMMITTEE ON PERMITS AND LICENSES:

- ***APPROVE RATIFICATION OF SPECIAL EVENT PERMIT***

Administrative Approval Given to SMASHBOX STUDIOS

THAT THE COMMITTEE ON PERMITS AND LICENSES:

- ***APPROVE RATIFICATION OF SPECIAL EVENT PERMIT***

Administrative Approval Given to MOPHONICS

THAT THE COMMITTEE ON PERMITS AND LICENSES:

- ***APPROVE RATIFICATION OF SPECIAL EVENT PERMIT***

AYES: Committee Members Mendivil, Rao, McCormick and Wolfberg
NOES: None
ABSTAIN: None
ABSENT: None

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ACTION ITEMS

At this time, the following motion was made and voted on:

MOVED BY COMMITTEE MEMBER RAO AND SECONDED BY COMMITTEE MEMBER MCCORMICK THAT THE COMMITTEE ON PERMITS AND LICENSES APPROVE THE FOLLOWING EVENT AND BUSINESS PERMITS ITEMS A-1 AND A-6, WITHOLDING ITEMS A-2 THROUGH A-4 FOR FURTHER DISCUSSION.

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Item A-1
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Event Permit: - MOPHONICS

THAT THE COMMITTEE ON PERMITS AND LICENSES:

- *APPROVE SPECIAL EVENT PERMIT*

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Item A-5
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Event Permit: - MAPLE BLOCK MEAT CO.

THAT THE COMMITTEE ON PERMITS AND LICENSES:

- *APPROVE SPECIAL EVENT PERMIT*

AYES: Committee Members Mendivil, Rao, McCormick and Wolfberg
NOES: None
ABSTAIN: None
ABSENT: None

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Public Comment – Items on the Agenda – Continued**

Chairperson Wolfberg invited public participation.

Discussion between the COPL, Mr. Foroutan, Mr. Fiorini, and staff regarding parking issues and violations at Unici Casa events. Mr. Garcia from the Public Works Division discussed parking requirements; sufficient space for events; and valet permits. Further discussion ensued between the said parties regarding illegal U-turns; routes for valet; the parking lots leased for parking; complaints about safety of attendees and cars; valet protocol; shuttle service for attendees from lots; the newly leased lot at 6000 Jefferson Blvd.; self-parking issues; the quantity of events happening monthly at Unici Casa; the possibility of additional officers being necessary; an adequate flow plan; and the missing parking lots on the upcoming Special Event Permit applications.

Mr. Garcia then discussed the requirement for an adequate flow plan; the carpool ratio of each car that is using valet; the prevention of walk-ins and street parking; and the need for data for the number of cars that valet services during each large event. Per Mr. Garcia, the data will need to be collected by an employee of the Public Works/ Traffic Engineering section. Discussion then ensued regarding the mutually agreed upon conditions required by Public Works in order to approve future Special Event Permits.

The conditions of approval include no walk-ins being allowed; the submission of a valet parking permit application; additional staffing requirements for the quantity of attendants; a valet parking service workers matrix; Citywide valet parking program regulations and approval; ADA access and assistance; and the collection of Special Event data by the City's Traffic Engineering section.

At this time, the following motion was made and voted on:

MOVED BY COMMITTEE MEMBER RAO AND SECONDED BY COMMITTEE MEMBER MENDIVIL THAT THE COMMITTEE ON PERMITS AND LICENSES APPROVE THE EVENT PERMIT ITEM A-2.

AYES: Committee Members Mendivil, Rao, McCormick and Wolfberg
NOES: None
ABSTAIN: None
ABSENT: None

<u>Item A-2</u>

Event Permit: - UNICI CASA

THAT THE COMMITTEE ON PERMITS AND LICENSES:

- *APPROVE SPECIAL EVENT PERMIT*

At this time, the following motion was made and voted on:

MOVED BY COMMITTEE MEMBER RAO AND SECONDED BY COMMITTEE MEMBER ECCLES THAT THE COMMITTEE ON PERMITS AND LICENSES HOLD EVENT ITEMS A-3 AND A-4 UNTIL THE NEXT COMMITTEE ON PERMITS AND LICENSES MEETING.

AYES: Committee Members Mendivil, Rao, McCormick and Wolfberg
NOES: None
ABSTAIN: None
ABSENT: None

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Items from Staff

Chairperson Wolfberg asked whether there were any items from Staff Members.

There was no response.

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Items from Committee Members

Chairperson Wolfberg asked whether there were any items from Committee Members.

There was no response.

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Adjournment

There being no further business, at 12:10 p.m., the Committee on Permits and Licenses adjourned its meeting to a regular meeting to be held on October 18, 2017.

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Michelle Villongco
SECRETARY of the Committee on Permits and Licenses
City of Culver City, California

APPROVED_____

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Shelly Wolfberg
CHAIR of the Committee on Permits and Licenses
City of Culver City, California

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, City of Culver City, California and constitute the Official Minutes of said meeting.

_____   _____
Jeremy Green   Date
Deputy City Clerk