



# City of Culver City

Mike Balkman Council  
Chambers  
9770 Culver Blvd.  
Culver City, CA 90232

## Staff Report

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**File #:** 24-790, **Version:** 1

**Item #:** C-7.

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**CC - CONSENT ITEM:** (1) Consideration of a Request from the Downtown Business Association to Permit a CicLAvia Bike Event on April 21, 2024 as an Additional Event Authorized under the Memorandum of Understanding (MOU) between the City and the DBA; (2) Approval of the Closure of Main Street for the Event; and (3) Authorization to the City Manager to Approve Applicable City Permits and Licenses Required to Implement the Street Closure.

**Meeting Date:** March 18, 2024

**Contact Person/Dept:** Luis Gonzalez / Office of Economic and Cultural Development

**Phone Number:** (310) 253-5767

**Fiscal Impact:** Yes ☐ No ☒

**General Fund:** Yes ☐ No ☒

**Attachments:** Yes ☐ No ☒

**Commission Action Required:** Yes ☐ No ☒ **Date:**

**Commission Name:**

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (03/13/2023); Downtown Business Association (03/04/2023)

**Department Approval:** Jesse Mays, Assistant City Manager (02/27/2024)

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### **RECOMMENDATION**

Staff recommends the City Council (1) approve a request from the Downtown Business Association (DBA) to permit a CicLAvia Bike Event on April 21, 2024 (Event) as an additional event authorized under the Memorandum of Understanding between the City and DBA and approval of the related closure of Main Street for the Event; and (2) authorize the City Manager to approve applicable City permits and licenses required to implement the street closure.

### **BACKGROUND/DISCUSSION**

In October 2022, the City Council approved a Memorandum of Understanding (MOU) with the DBA

for special events and activities produced in Downtown Culver City by the DBA.

In November 2023, the City amended the MOU with the DBA to allow for the closure of Main Street to support its event programming. The occasional closure of Main Street would be facilitated through use of bollards that the City recently installed on Main Street.

The closure of Main Street for specific events is limited to the portion of Main Street within the limits of the City of Culver City and requires a traffic plan approved by all necessary departments. The MOU also requires that all permits, and insurance requirements are satisfied for each event.

CicLAvia is a 501(c)(3) non-profit that promotes vibrant public spaces, active transportation, and supports health through car-free streets. Since 2010, CicLAvia has been opening streets throughout LA County, encouraging people to transform their relationship with their communities and each other.

On April 21, 2024, between 9 AM and 4 PM, CicLAvia will hold a free “Open Streets” event on Venice Boulevard between National Boulevard and Pacific Avenue in the Los Angeles neighborhoods of Palms, Mar Vista, and Venice, adjacent to Culver City. Venice Boulevard will be closed to car traffic and the street will be turned into a pop-up park for walking, jogging, biking, roller skating, skating, or spectating. All ages and abilities are welcome to attend and participate.

Pursuant to Sections 4 and 6 of the MOU, the DBA is requesting approval for this Event, including the closure of Main Street to accommodate bike valet services, bike supportive vendors and encourage visitation to Downtown Culver City during the CicLAvia event, which will occur adjacent to Downtown Culver City.

Neither the DBA nor the City are affiliated with CicLAvia as an official sponsor for the April 21, 2024 event, however the City has partnered with CicLAvia in previous years.

## **FISCAL ANALYSIS**

There is no proposed change in the level of in-kind staff time outlined in the MOU which is currently up to 20 hours per year per event for permit coordination, planning and promotional assistance of in-kind staff costs. Additional staff hours requested or required to assist in the production of a particular event would require additional sponsorship consideration.

## **ATTACHMENTS**

None.

## **MOTION**

That the City Council:

1. Approve a request from the Downtown Business Association to permit a CicLAvia Bike Event

on April 21, 2024 as an additional event authorized under the MOU between the City and DBA and approval of the related closure of Main Street for the Event; and,

2. Authorize the City Manager to approve applicable City permits and licenses required to implement the street closure; and,
3. Authorize the City Attorney to review/prepare the necessary documents; and,
4. Authorize the City Manager to execute such documents on behalf of the City.