



City of Culver City

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Staff Report

File #: 24-824, **Version:** 1

Item #: C-7.

CC - CONSENT ITEM: (1) Consideration of a Request from the Walk n' Rollers to Approve the Closure of Main Street for their 3rd Annual Walk More, Bike More Festival and Fundraiser on March 16, 2024; and (2) Authorization to the City Manager to Approve Applicable City Permits and Licenses Required to Implement the Street Closure.

Meeting Date: March 11, 2024

Contact Person/Dept: Elaine Warner / Office of Economic and Cultural Development

Phone Number: (310) 253-5777

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 (03/07/2024); Downtown Business Association (03/05/2024)

Department Approval: Jesse Mays, Assistant City Manager (03/07/2024)

RECOMMENDATION

Staff recommends the City Council (1) consider and, if desired, approve a request from the Walk n' Rollers to close Main Street to accommodate their 3rd Annual Walk More, Bike More Festival and Fundraiser on Saturday, March 16, 2024; and (2) authorize the City Manager to approve applicable City permits and licenses required to implement the street closure.

BACKGROUND/DISCUSSION

Walk n' Rollers was founded to encourage children to be more active, primarily by walking and biking to school. For the past 11 years, Walk n' Rollers has overseen the Culver City Safe Routes to school program to encourage parents to rethink their commutes to school by walking, biking, carpooling or using transit. They have produced several classes, workshops and local rides and host the annual Walk n' Roll Festival open to the entire community.

On Saturday, March 16, Walk n' Rollers would like to host their 3rd Annual Walk More, Bike More Festival and Fundraiser

on Main Street in Downtown Culver City from 10 AM - 2 PM. The event features family friendly activities including promoting bike skills, free bike helmets, bike registration, arts and books, group ride and more.

Last year, the event was sponsored by the City via an off-cycle special event grant, and the closure of Main Street was approved with the sponsorship award. This year, the event is not City-sponsored (an application was not submitted) but City Council approval of the street closure is still required. City Council must approve any street closure for any special event, regardless of whether the event is City sponsored or not. In reviewing the event permit application for this year, it was noted that the Walk n' Rollers was not aware of the requirement for City Council approval for a street closure, and as such, a request for the street closure had not been previously requested/approved.

The street closure would be from 9AM to 3PM on Saturday, March 16, to accommodate the event time of 10AM to 2 PM.

FISCAL ANALYSIS

There is no fiscal impact with the approval of the street closure. Walk n' Rollers is working with a third-party traffic control company to provide the required traffic plan and implementation as required by the City.

ATTACHMENTS

None.

MOTION

That the City Council:

1. Approve a request from the Walk n' Rollers to close Main Street to accommodate their 3rd Annual Walk More, Bike More Festival and Fundraiser on March 16, 2024;
2. Authorize the City Manager to approve applicable City permits and licenses required to implement the street closure;
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.