



February 1, 2011

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**RECOMMENDATION:**

Authorize the City Manager, or designee, to execute any and all documents necessary for a Revocable Facility Use Permit with Artesian Well Church, for the use of the City-owned parking lot located at 2525 Grand Avenue, also known as the City of Long Beach Health Department Main Facility, for an initial term of five years and two five-year options for renewal, with an annual permit fee of \$1.00. (District 5)

**DISCUSSION**

The City of Long Beach Department of Health and Human Services (DHHS) Main Facility is located at 2525 Grand Avenue and operates Monday through Friday, with occasional events held on Saturday. As one of only three City-run Health Departments in the state, DHHS administers numerous health education programs and services, often requiring large group meetings or workshops for staff training. The Main Facility does not have a conference room with the capacity to hold these meetings, and as a result, DHHS is regularly required to rent nearby facilities.

Artesian Well Church (AWC) was established in 1981 at 1235 Pacific Avenue in Long Beach and has recently relocated to 3960 East Gilman Street in the Long Beach Business Center, approximately two blocks from DHHS. AWC's new facility will comfortably accommodate its 300+ members, however, the facility has only 52 parking spaces. While there is ample street parking, weekend operations of the other business park tenants may lead to occasional parking impacts to the Business Center. The Church is seeking alternative weekend parking options to minimize parking impacts.

To assist DHHS and AWC with their respective needs, the City has negotiated an agreement for use of the DHHS Main Facility parking by AWC, in return for the use of the AWC facilities by DHHS. The proposed Revocable Facility Use Permit contains the following major terms and provisions:

- Permitter: City of Long Beach.
- Permittee: Artesian Well Church.

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- Permit Area: Approximately 50 parking spaces at the City of Long Beach Health Department Main Facility at 2525 Grand Avenue (Map attached).
- Use: The Permittee shall have non-exclusive access to 50 parking stalls, in the Permit Area, from 8:00 A.M. to 10:00 P.M. each Sunday. The Permittee shall also have non-exclusive access to 50 stalls in the Permit Area on certain Saturdays, with a minimum of three days prior written notice to the Permitter.
- Permit Fee: The fee shall be \$1.00 per year, to be paid in advance at the commencement of the term, and at each annual anniversary date thereafter.
- Additional Considerations: Based on a value of \$2 per parking stall per use, the annual value for the use of parking is estimated at \$5,200. As an additional consideration, Permittee shall make the Church conference rooms, and all amenities, available to the Permitter for meetings coordinated and sponsored by DHHS. Use of AWC facilities, shall be for a minimum of 14 events per year, Monday through Saturday, for approximately two to six hours per use. Comparable venues are valued at \$500 - \$750 per use. Permittee shall also make available the use of two golf cart transportation vehicles.
- Term: Five years. The anniversary date of the Permit shall be adjusted to the first day of the month, following the full execution of the Permit.
- Options to Renew: At the Permitter's sole discretion, Permittee shall be granted two options to renew the Permit, for consecutive periods of five years each.
- City's Special Events/Emergency Use: The Permitter shall retain the right to use the Permit Area, at any time, for special events or emergencies and shall provide as much notice as possible to the Permittee.
- Early Termination: Either party may terminate the Permit by providing 60 days prior written notification to the other party.

This letter was reviewed by Deputy City Attorney Linda Trang on January 5, 2011 and Budget Officer Victoria Bell on December 13, 2010.

#### TIMING CONSIDERATIONS

City Council action is requested on February 1, 2011, in order to formalize the Revocable Facility Use Permit with Artesian Well Church.

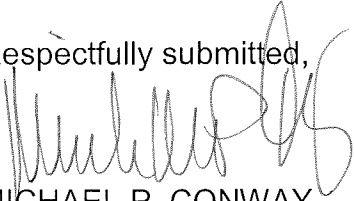
#### FISCAL IMPACT

The proceeds of the annual Permit Fee of \$1.00 shall accrue to the Health Fund (SR 130) in the Department of Health and Human Services (HE). There is no local job impact associated with the recommendation.

SUGGESTED ACTION

Approve recommendation.

Respectfully submitted,



MICHAEL P. CONWAY  
DIRECTOR  
DEPARTMENT OF PUBLIC WORKS

MPC:RRA:LNW: nw  
02.01.11 AM Artesian Well Church v3  
Attachment: Vicinity Map

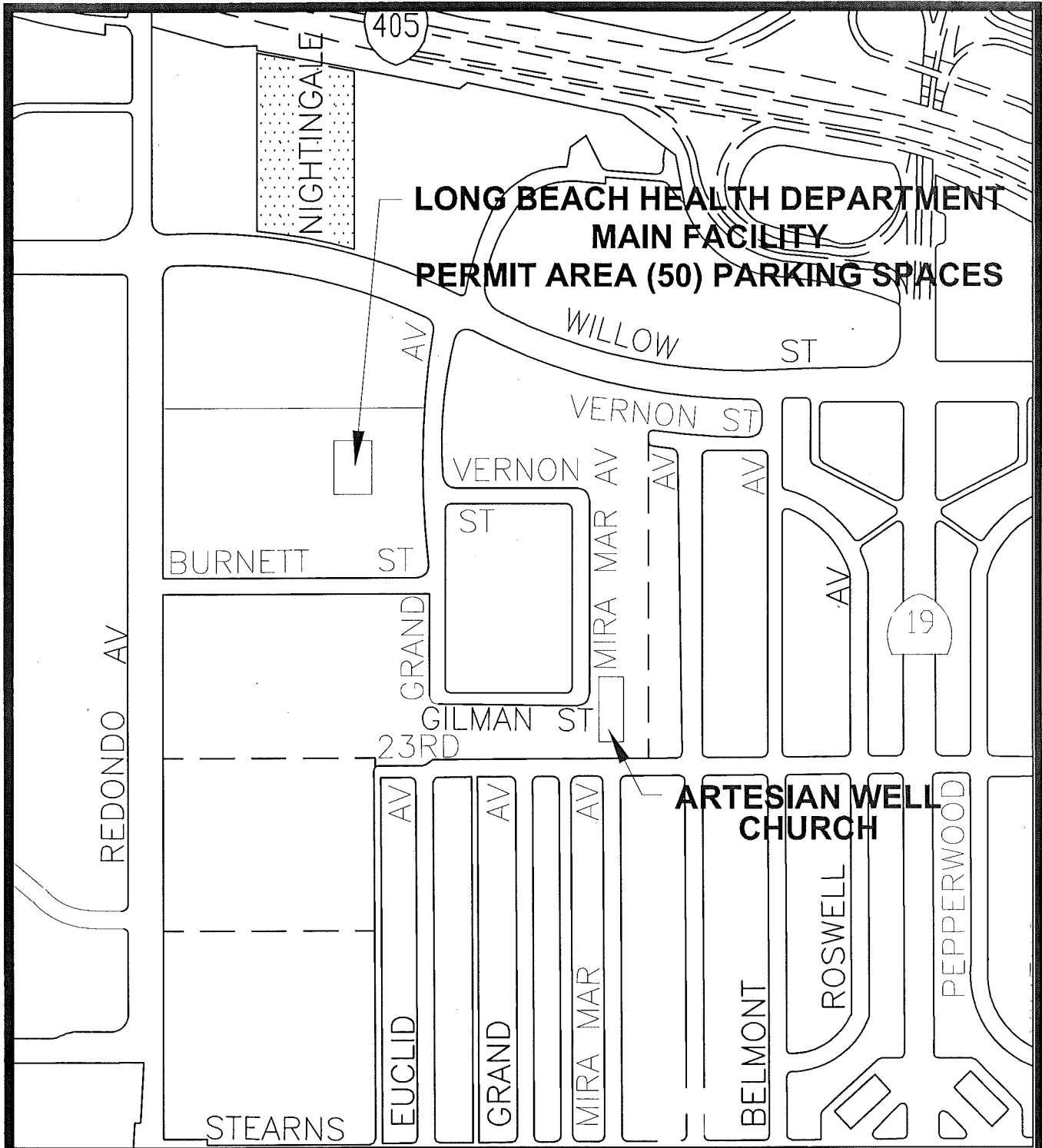


RONALD R. ARIAS  
DIRECTOR  
DEPARTMENT OF HEALTH  
AND HUMAN SERVICES

APPROVED:



PATRICK H. WEST  
CITY MANAGER



**CITY OF LONG BEACH - CALIFORNIA  
DEPARTMENT OF PUBLIC WORKS, ENGINEERING BUREAU**

**VICINITY MAP  
LONG BEACH HEALTH DEPARTMENT MAIN FACILITY  
2525 GRAND AVENUE**

**ARTESIAN WELL CHURCH  
3960 E. GILMAN STREET**