


CITY OF LOS ANGELES
INTER-DEPARTMENTAL MEMORANDUM

Date: October 28, 2024

To: Honorable City Council
c/o City Clerk, Room 395
Attention: Honorable Heather Hutt, Chair, Transportation Committee

From: Laura Rubio-Cornejo, General Manager 
Department of Transportation

Subject: **PEOPLE ST PROJECT: BIMINI PLACE**

SUMMARY

The Los Angeles Department of Transportation (LADOT) reviewed a proposal to implement a People St Plaza on Bimini Place in Council District 13 and seeks authorization to proceed with implementation in conjunction with the community partner.

RECOMMENDATION

That the City Council, subject to the approval of the Mayor:

1. ADOPT Bimini Plaza as a People St Plaza project.
2. RESOLVE to close Bimini Place between 1st Street and White House Place pursuant to California Vehicle Code Section 2101(f), Article 6 of Chapter 3 of Division 1 of Title 7 of the Government Code, and the Circulation Element of the General Plan of the City of Los Angeles. This roadway segment would then be closed to vehicular traffic by installing traffic diverters or other fixed devices, but will remain accessible to cyclists and pedestrians.
3. FIND that this action classifies as a minor vacation and is categorically exempt under Article 7, Class 5(3), of the City of Los Angeles guidelines for the implementation of the California Environmental Quality Act (CEQA).

BACKGROUND

LADOT's People St Program was designed to transform under-utilized roadway space into vibrant urban spaces, offering a respite from vehicular traffic and a hub for community activity. These spaces feature greenery, comfortable seating, and open space for community and cultural events, fostering a sense of unity and promoting sustainable, pedestrian-friendly urban living. The People St Program demonstrates quick-build design elements that accelerate the implementation process and serve as an interim treatment for a possible larger, more capital-intensive street improvement initiative.

Per [Council File \(CF\) 13-1592](#), City Council authorized LADOT to administer the introductory Request for Proposals or application cycle for People St Program plaza and parklet projects, with a maximum of four

plazas, throughout the City. Three plazas and three parklets approved to proceed have been constructed and are now maintained by the People St Program's community partners.

In 2014, a community-based organization submitted an application for a People St Plaza on Bimini Place. The proposal met almost all of the application requirements, but needed additional design considerations and LADOT did not recommend installation at that time. The applicant followed LADOT's recommendation to work with the City to address those issues, and the proposal is now approved. The Bimini Plaza is the last project LADOT is authorized to implement, and LADOT is seeking final approval before sunsetting the program upon installing the Bimini Plaza.

DISCUSSION

During the People St application cycle, interested community groups were encouraged to review the People St Plaza Application Manual detailing the application process (Attachment 1), project guidelines, required application documentation and materials, and community partner responsibilities (Attachment 2). Applicants were also encouraged to consult LADOT regarding site feasibility via the People St Program website people.lacity.org.

The Cooperative Resources and Services Project followed the program's comprehensive guidance on proposing and operating a plaza in the City of Los Angeles. The guidance requires community partners to have close ties to the community and to conduct outreach in order to gain support prior to submitting an application. LADOT conducted an application review and site inspection to verify existing conditions. Since all qualifications were met, the application was selected to move forward.

This report addresses the "initial application phase" of the People St process for plaza installations. Pending City Council and Mayoral approval, the Bimini Plaza project is recommended to proceed and advance to the final application phase. LADOT will develop a schematic design for the plaza after a pre-installation evaluation of the site. The community partner may be required to provide additional documentation needed to process the issuance of the plaza permit, then LADOT will install the project scope elements and finalize the plaza.

Once LADOT receives Council's formal adoption of the recommended project, the Department will enter into its final design phase where detailed plans and designs will be developed. Community engagement will continue to gather input and support for the plaza. After design development, LADOT will begin the installation of the plaza to create a meaningful community asset. To date, an application for a plaza on Bimini Place between 1st Street and White House Pl was submitted for LADOT's consideration and further action is pending Council adoption of the new plaza.

LADOT recommends approval of the Bimini Plaza application and advancement to the design development phase as the community partner demonstrated the necessary organizational skills, capacity and initiative to be an effective partner. Additionally, this proposed plaza project satisfies the respective project site location and context criteria; provided evidence of community support; and if installed, will create a community asset by enhancing existing public open space or areas and facilitates pedestrian-oriented vibrancy.

FISCAL IMPACT

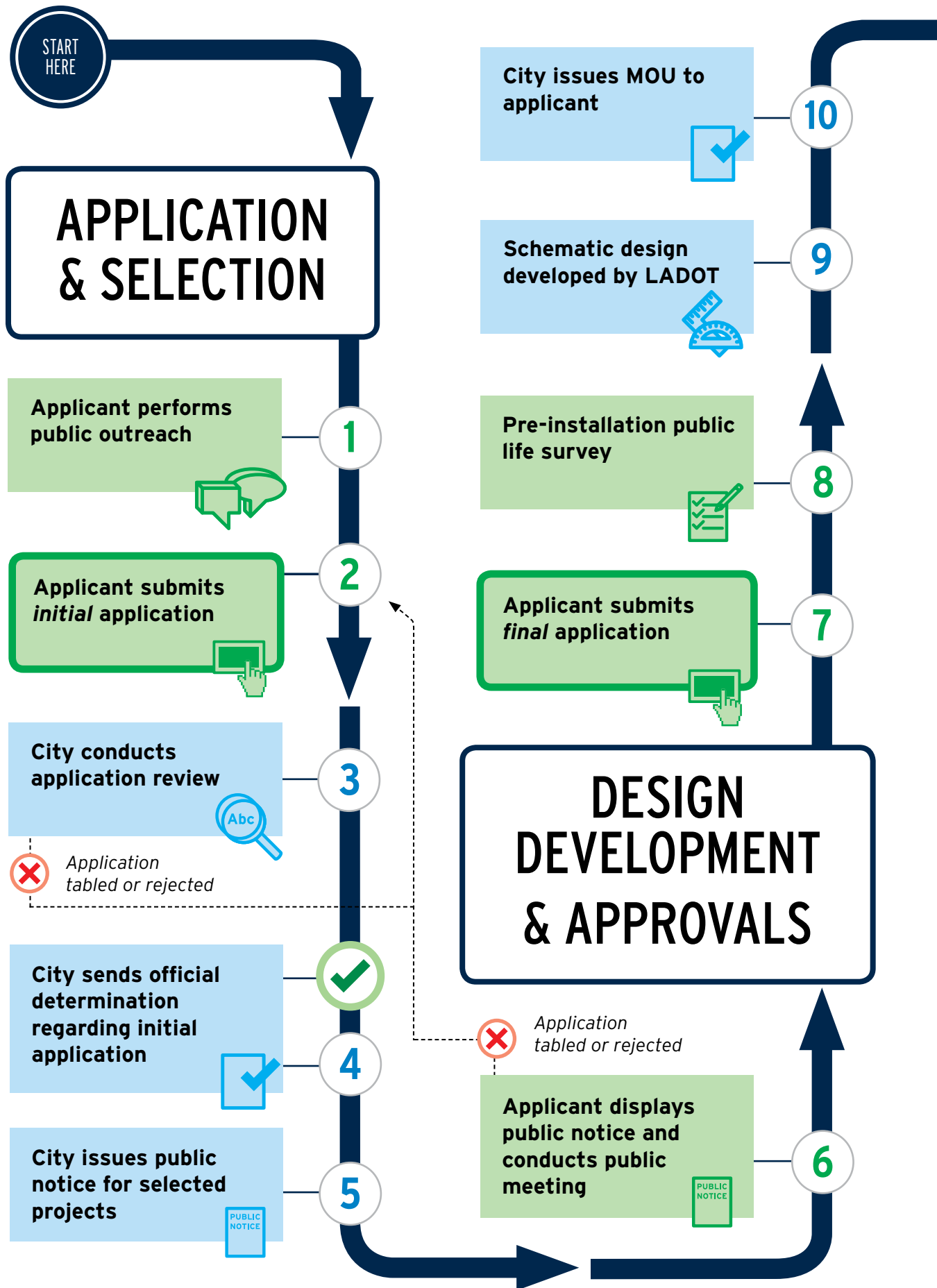
No anticipated impact to the General Fund. The estimated project cost is \$207,408. The Department of Transportation Trust Fund, People St project account and prior year Measure R Pedestrian Plan accounts will provide funding for the Bimini Plaza project.

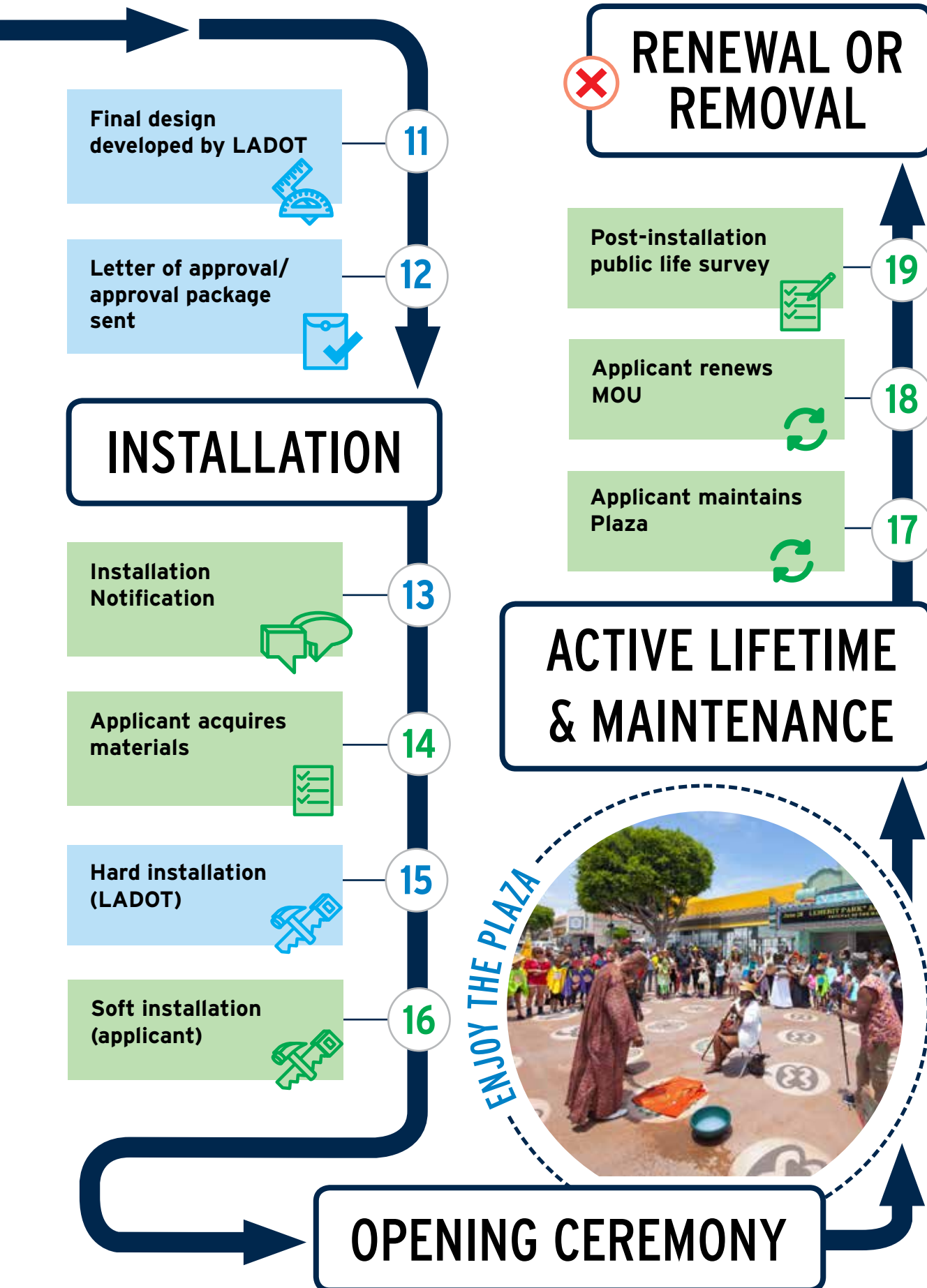
LRC:TC:dw

Attachments

Attachment 1: Application Process

Attachment 2: Community Partner Responsibilities





Community Partner Criteria

People St

Community Partners will accept the responsibility for operations, programming, management, and maintenance of the Plaza and must meet the following conditions.

ELIGIBLE ORGANIZATIONS

- Business Improvement District (BID)
- Community Benefit District (CBD)
- Chambers of Commerce
- Ground-floor business owner
- Fronting property owner
- Nonprofit and community-based organizations
- Other eligible Community Partners may be considered on a case-by-case basis.

COMMUNITY CONNECTION

The Community Partner should have strong and productive relationships with property owners, business operators, and area residents. Prior collaboration with other community groups is also highly preferred. The Community Partner must have the organizational capacity to conduct outreach and organize public meetings regarding the Plaza project.

HISTORY OF PUBLIC REALM IMPROVEMENTS

The Community Partner should have a track record of work in the public realm. Examples of this include community clean-up programs, planting and streetscape projects, or public safety and monitoring programs.

CAPACITY FOR MAINTENANCE

The Community Partner should have previous maintenance experience and/or demonstrated capacity to maintain the Plaza on a daily basis. Repairs and upkeep of vegetation are required throughout the lifetime of the Plaza.

CAPACITY FOR PROGRAMMING

The Community Partner should have previous experience and/or demonstrated capacity to coordinate or provide free public programs in the Plaza on a routine basis. Examples of programming include but are not limited to farmers' markets, movie nights, dances, bicycle rides and repair workshops, and music and performance events.

Plaza Cost and Responsibility Breakdown

The table below describes how Plaza costs and responsibilities are shared between the Community Partner and LADOT. Additional details can be found on the following pages.

COMMUNITY PARTNER	LADOT
<div>RESPONSIBILITIES</div> <div><div>1. General liability insurance</div><div>2. Maintenance & upkeep</div><div>3. Programming</div></div>	<div>RESPONSIBILITIES</div> <div><div>1. Design development</div><div>2. Plaza installation</div></div>
<div>EXPENSES</div> <div><div>1. Furnishings</div><div>2. Soils & plant materials for all planters</div><div>3. Maintenance¹</div></div>	<div>EXPENSES</div> <div><div>1. Striping & surface treatments</div><div>2. Perimeter planters & initial fill</div><div>3. Flexible delineators</div><div>4. Identity & wayfinding signage</div></div>

¹ Maintenance costs vary by project size, location, and ongoing operational budget and activities of individual Community Partners. See [Kit of Parts for Plazas](#).

Note: Each party is responsible for facilitating the *purchase, installation, repair and replacement* of each expense item listed above.

Community Partner Financial Responsibilities

People St

If selected as a Community Partner, applicants will be required to sign an agreement with the City of Los Angeles outlining a number of financial responsibilities.

DESIGN

The Community Partner must have the capacity to seek appropriate professional guidance related to site assessment, documentation of existing conditions, and selection of design elements from the **Kit of Parts for Plazas**. They must also have the organizational capacity to seek professional guidance to execute the approved design.

COMMUNITY PARTNER EXPENSES

The Community Partner must facilitate the purchase, installation, and replacement of the following materials associated with the final design:

- Soils and plant materials
- Furnishings
- Special play or exercise equipment

LIABILITY INSURANCE

The Community Partner must provide evidence of and retain at least \$1 million in General Liability Insurance.

MAINTENANCE AND UPKEEP EXPENSES

The Community Partner is responsible for maintenance and upkeep of the Plaza per the “Plaza Cost and Responsibility Breakdown” (page 13) and “Operations and Maintenance Requirements” (page 16) outlined in this document and in the **People St Plaza MOU**.

Funding your Plaza

People St

The costs of a Plaza can be funded using a variety of strategies. Potential Community Partners can estimate their project's cost by completing the **Plaza Initial Application** in this manual and referencing the **Kit of Parts for Plazas**. Plaza Community Partners are encouraged to engage a qualified design professional to assist with design development and furnishings selection and procurement.

CAPITAL INVESTMENTS

Community Partners can fund the purchasing of certain materials associated with the final design, maintenance, and operations of the Plaza entirely out-of-pocket.

GRANTS

A Community Partner can apply for grants from private organizations, non-profits or other entities to cover some of the costs of their project. Applicants can start by seeking funding from organizations focused on supporting a healthier built environment, active transportation improvements, local neighborhood beautification, sustainability initiatives, and civic engagement activities.

MATERIAL DONATIONS

Community Partners can lower the costs of their project by reaching out to product manufacturers to secure in-kind materials donations or price reductions. Vendor information for preapproved materials can be found in the **Kit of Parts for Plazas**.

PRO BONO PROFESSIONAL SERVICES

Community Partners are advised to consult with design professionals to assist them through the project development process. Project costs can be lowered by seeking pro bono services from architects, engineers, urban designers, or contractors.

Operations and Maintenance Requirements

People St

If selected as a Community Partner, applicants will be required to sign an agreement with the City of Los Angeles, or People St Plaza MOU, to be responsible for operation, management, and maintenance of the Plaza.

Community Partner's responsibilities include, but are not limited to the following:

ACCESS

- Enforce continued public access to the Plaza. Community Partners may not restrict access to the Plaza.
- Table or food service is not allowed at any Plaza seating. Nearby business staff cannot take orders at the Plaza nor deliver orders to patrons at the Plaza.
- Maintain accessibility to individuals with disabilities per the Americans with Disabilities Act Accessibility Guidelines (ADAAG). <https://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/background/adaag>
- People in wheelchairs must be able access all the primary features of the Plaza.

PUBLIC HEALTH AND SAFETY

- Keep the Plaza free of pests and vectors (vermin and pests like: rodents, birds, mosquitoes, etc.).
- Comply with all rules and regulations of the City and County Department of Public Health.
- Adequately maintain all surfaces of the Plaza so they are not hazardous to Plaza users.
- Notify the City of any accidents or other incidents that have caused or may cause injury to persons or property, if known, occurring at the Plaza and any claim for injury, death, property damage, or theft which may be asserted against Community Partner with respect to the Plaza.

MOVABLE FURNITURE

- Store unsecured furniture and equipment after business hours. If Community Partner is not a business, the hours for unsecured furniture and equipment will be 7:00 a.m. to 10:00 p.m.
- Keep any furniture—such as tables, chairs, and benches—clean.
- Repair and/or replace tables, chairs, and other elements of the Plaza as needed.



Bradley Avenue Plaza in Pacoima

UPKEEP

- Daily cleaning and emptying of trash receptacles.
- Sweep out debris in gutters on an as-needed basis to allow proper drainage.
- Power wash or clean the Plaza surface annually, or as needed.
- Keep all plants healthy and replace dead plants.
- Keep the Plaza free of debris and grime.
- Remove graffiti, as it appears.
- Maintain any special play equipment or fixtures.

Note: Contractor or subcontractor used by Community Partner to manage, operate, and/or maintain the Plaza on the Public Rights-of-Way must be properly licensed pursuant to applicable law. Permittee shall ensure that all contracts, subcontracts, and all employees who perform work for it are trained and experienced.