



**CITY OF MANHATTAN BEACH  
PARKS AND RECREATION COMMISSION**

**Monday, January 23, 2023**

**4:00 PM**

**Location: Manhattan Beach City Hall  
City Council Chambers Hybrid  
Virtual – Instructions within Agenda**

**A G E N D A**

**A. CALL TO ORDER**

**B. ROLL CALL**

Commissioner Allen  
Commissioner Greenberg  
Commissioner Weiner  
Commissioner Doran

Commissioner McCarthy  
Commissioner Windes  
Commissioner Serota

**C. APPROVAL OF MINUTES –  
December 21, 2022**

**D. CEREMONIAL – none**

**E. AUDIENCE PARTICIPATION (3-Minute Limit) - The public may address  
the Commission regarding City business not on the agenda.**

**F. GENERAL BUSINESS**

1. Review of new Special Event applications
  - a. Unity FCU 5K
  - b. Chargers Draft Day event
2. Review of City Council direction on 2022 Work Plan Items and Next Steps

**G. STAFF ITEMS**

City Council Recap and Parks and Recreation Department Updates

**H. COMMISSION ITEMS**

Older Adult Program Update  
School District Update  
Student Update

**I. ADJOURNMENT**

If unable to attend in person, the Parks and Recreation Commission encourages the public to participate by submitting comments on agenda items or other subject matter within the jurisdiction of the Parks and Recreation Commission via email to both [lrobb@manhattanbeach.gov](mailto:lrobb@manhattanbeach.gov) and [mleyman@manhattanbeach.gov](mailto:mleyman@manhattanbeach.gov), no later than 3:00 PM, January 23, 2023 (the day of the meeting).

**Zoom Meeting Instructions:** There are multiple ways to join the meeting. Please Note - the Parks and Recreation Commissioners and Staff will be visible via video, members of the public may choose to turn on their video during public comment during their turn.

If you plan to speak during the meeting, join via Zoom at 3:45 p.m. in order to request to be on the speakers list.

1. Join Zoom Meeting via the internet (download app if needed): Direct URL: <https://comb.zoom.us/j/93781041645>, Meeting ID: 937 8104 1645  
Please name yourself to include the item(s) you wish to speak on, and your First & Last name. Example: G.1 – Jane Smith.
2. Join Zoom Meeting via Phone Application (download app if needed): Download Mobile Apps: <https://zoom.us/download>, Enter Meeting ID: 937 8104 1645  
Please name yourself to include the item(s) you wish to speak on, and your First & Last name. Example: G.1 – Jane Smith.
3. Join Zoom Meeting via Phone Conference (Voice Only): Phone Numbers: +1 669-900-6833 or +1 346-248-7799. Meeting ID: 937 8104 1645.  
Find your local number: <https://comb.zoom.us/u/aByWMRmYK>. Upon calling in, you will be “muted” until you are prompted by the Host to state which item you wish to comment on. Your mic will be unmuted when it’s your turn to provide Public Comment.

Please Note - All microphones for non-Commissioners or Staff will be muted during the meeting, except during Public Comment periods for which you have requested to speak.

The City strongly advises you of the following:

1. Download the Zoom app to your respective device well ahead of the meeting time. Visit <https://zoom.us/> for the download link. Please make sure you have downloaded the most recent version available.
2. Familiarize yourself with the Zoom application prior to the meeting.
3. Check the condition of all personal electronic equipment, internet and phone connections, and microphone/speaker functionality. The City is unable to support this equipment.
4. Join the meeting prior to the start time. Due to security or technical limitations, admittance to the meeting may not be possible after the meeting begins.
5. Every effort will be made to “rename” participants on Zoom as quickly as possible, so that phone numbers are hidden, however, phone numbers may be partially visible for a brief time.

**CITY OF MANHATTAN BEACH  
PARKS AND RECREATION COMMISSION**

Monday, December 21, 2022

4:00 PM

**Location: City Hall - City Council Chambers / Hybrid (Virtual and in per-son) –  
Instructions within Agenda**

**MINUTES**

**A. CALL TO ORDER** - Chair McCarthy called the meeting to order at 4:02 pm.

**B. ROLL CALL**

Present: Greenberg (Zoom – left meeting at 5:09)), Weiner, Windes, Serota (Zoom), Vice Chairperson Doran, Chairperson McCarthy

Absent: Allen

Others Present: Parks and Recreation Director Leyman, Sr. Management Analyst (SMA) Robb; Sr. Recreation Manager Melissa McCollum, Public Works Maintenance Manager Sean Roberts, Recording Secretary Rosemary Lackow

**C. APPROVAL OF MINUTES – November 28, 2022**

It was moved and seconded (Windes/Weiner) to approve the minutes, with the following changes:

**Chair McCarthy: Pg. 4,**

Bullet “Explore Aquatics Facility”: revise to read:

- **Explore Aquatics Facility** – (McCarthy, Weiner, Doran) - Commissioner McCarthy reported: ~~this has still been paused due to the election. she and Commissioner Weiner have met and they are waiting for the election to be over at which time she will seek a meeting with the school board.~~

Bullet “Donation Policy and Programs: revise to read:

- **Donation Policy and Programs** (Weiner, McCarthy, Allen) – Chair McCarthy reported that she will be ~~getting~~ seeking a meeting with the school board and she and Commissioner Weiner ~~will meet~~ have met with Gary Wayland ~~again~~ regarding forming a 5013c. Commissioner Weiner reported that it appears that the process itself is fairly simple - the big question is whether this is what the city wants.

**Commissioner Weiner:** Pg. 2: Item 2. Presentation of Park Maintenance Priorities for Fiscal Year 2022-2023, third paragraph starting with the 2<sup>nd</sup> sentence, revise to read:

“In discussing, Director Leyman indicated that projects that didn’t get listed were essentially those that were deemed too costly at this time; the Director described

the process staff used to create the list. Director Leyman ~~made a number of clarifications, e.g., the probable costs are first estimates the Strand Parcourse Installation includes the Botanical Garden, the public art installations (including the “Egret” and “Dragon Tales” could be paid through the Public Art Trust Fund, but they were not large enough to warrant use of these dollars. provided a status for various projects, such as the MBAC frieze repair, the National Fitness Court, and the Polliwog playground. and made clarifications about costs (estimates only at this time) and funding.~~

**Commissioner Windes:** Pg. 4, 5<sup>th</sup> bullet: change “Dewer” to “Dougher”.

**D. CEREMONIAL – None**

**E. AUDIENCE PARTICIPATION (3-Minute Limit) – None**

**F. GENERAL BUSINESS**

**1. Consideration of Commission Work Plan and Parks Master Plan Project List**

Director Leyman provided direction: today the Commission will review and finalize proposed slide content for the January 9<sup>th</sup> joint council work plan meeting, summarizing recommendations for the 2023-24 Parks and Recreation work plan. The main goal is to determine whether there are any substantive changes from the staff report and staff will “wordsmith” for the final product as needed. Staff received each commissioner’s vote for new projects they have been tallied and two or three of those with the most votes will be added to the list.

In discussing it was decided that Chair McCarthy would do a brief lead in adding a slide about the Park Master Plan (PMP) with a list of all ongoing projects that will continue into 2023, but not including Polliwog Park enhancements such as playground enhancements, NFC installation, and Begg Filed upgrades. The list will include: 8 existing/ongoing projects: 1) Parks and Recreation Commission Work Plan (‘living document’ to be added in); 2) Exploring acquiring the armory land (to be removed from work plan); 3) El Porto Family Park (to be removed from work plan); 4) Dog Parks and Community Parkettes; 5) Explore repurposing Pay-N-Play (including evaluation of outdoor sunken area in Marine Avenue Park for new use); 6) Sand Dune Park Revitalization and Building; 7) Explore feasibility of developing aquatics facility; and lastly 8) Donation Policy and Programs.

New projects being recommended and added to the slides presentation include: 1) Lighted beach volleyball courts south of the pier; 2) Polliwog Park permanent bandshell; 3) Developing options for the “Red House” Museum/library.

Each project will have three slides: Item Background, Status, and Recommendation. Director Leyman emphasized that staff will wordsmith as needed and related costs are presently estimates as the budget process which begins in February will result in fine-tuning.

Commissioner Windes suggested that for Marine Avenue Park the new meeting room be added into the slides as a new item.

Chair McCarthy and Commissioner Weiner will provide input off-line, respectively, on the Aquatics Facility and Donation program items.

Other clarifications made included: In the staff report attachment, "Q1" is based on a calendar year (January, February, March); common seating area Marine Ave, Park: as irrigation repairs are done, this space can be re-programmed and this can be added to the "Pay N Play" reuse project; staff can possibly revise the Polliwog pavilion project status; the ping pong table relocation (Marine Avenue Park to Polliwog) can stay on list but the status could say "shelved" due to low priority.

Director Leyman noted that Commission sub committees will be formed, subject to council direction received on the work plan. How to manage the Red House project will become clearer.

## **2. Presentation of Park Maintenance Priorities for Fiscal Year 2022 – 2023**

Director Leyman gave a brief overview and directed that the Commission discuss and finalize its recommendations on park maintenance priorities, Fiscal Year 2022-2023 for City Council approval. There are no fiscal implications; upon directing the Commission, council may need to make funding appropriations in the future.

The activities in the maintenance plan are funded in the adopted budget in the amount of \$1,000,000 in order to address deferred park maintenance.

The list (previously presented at the November meeting, has been revised to include 9 projects that are estimated to fall within the budget recommended (see staff report). Additionally, should council appropriate additional funding during the budget process there are two possible mid-range projects: Installations in playgrounds and fencing and windscreen replacements at all parks.

The Commission briefly discussed and affirmed the staff revised list presented.

At 5:09 Commissioner Greenberg left the meeting.

Chair McCarthy noted that the Commission wants to be involved in the "New for 2023" Work Plan items.

Chair McCarthy invited public comment, seeing none, called for a motion.

It was subsequently **moved and seconded** (Windes/Doran) that the Commission approve the staff report regarding the Park Maintenance priorities as amended and incorporating their comments as a recommended to the City Council.

Chair McCarthy called for a roll call vote:

Roll Call:

AYES: Weiner, Doran, Windes, Serota, Chair McCarthy

NOES: none  
ABSENT: Allen, Greenberg  
ABSTAIN: none

It was announced that the motion passed 5-0-2.

Director Leyman, thanked the Commission for its input and noted this will be presented to the Council

## **G. STAFF ITEMS**

Director Leyman reported the following:

- Dec. 6<sup>th</sup> - new councilmembers Howorth and Lesser to be sworn in and seated.
- Dec. 11<sup>th</sup> - fireworks show
- Dec. 10<sup>th</sup> - 11<sup>th</sup> – Holiday crafts night: gingerbread workshop, Santa craft workshop is sold out.
- Older Holiday party: lunches by Rotary Club and live music - was great.
- Dec. 30<sup>th</sup> - Exhibit “Fly High Dive Deep” closing reception with live ballet by American Contemporary Ballet, 3-5 p.m. RSVPs are required - email [estewart@manhattanbeach.gov](mailto:estewart@manhattanbeach.gov)

## **H. COMMISSION ITEMS**

Older Adult Program update (McCarthy) – None.

School District update (Greenberg) - None

Student update (Serota) – school having finals, many students are using the library which is working very well.

Director Leyman reported that Leadership Manhattan Beach may be coming to the Commission in February to present one proposal for their project: “Mile Markers – Along Veterans Parkway” have reached out to the community and others and this project seems to be very well received.

Chair McCarthy asked whether the net meeting date January 23<sup>rd</sup> can be on another day; since the Commission will have met on January 9<sup>th</sup>. In discussing it was determined that due to conflicts the regular scheduled date on the 23<sup>rd</sup> will stand and should the Chair not be able to be present, Vice Chair Doran will chair the meeting.

## **I. ADJOURNMENT**

At 5:30 p.m. it was moved and seconded (Weiner/ Windes) adjourn to January 23<sup>rd</sup> at 4:00 p.m. The motion passed, 5-0-2 with a voice vote.

**TO:**

Members of the Parks and Recreation Commission

**FROM:**

Mark Leyman, Parks and Recreation Director  
Linda Robb, Sr. Management Analyst

**SUBJECT:**

Consideration of Two New Special Event Applications for UNIFY Financial Credit Union 5K and Los Angeles Chargers Draft Event (Parks and Recreation Director Leyman).

**DISCUSS AND MAKE RECOMMENDATION**

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**RECOMMENDATION:**

Staff recommends that the Parks and Recreation Commission discuss and make a recommendation to the City Council on approval of two new special events: UNIFY Financial Credit Union 5K on Sunday, April 23, 2023, and LA Chargers Draft Event on April 27, 2023.

**FISCAL IMPLICATIONS:**

New approved events will pay fully burdened rates for City staff, including Police Department personnel, and full costs for any subcontracted services.

**BACKGROUND:**

On July 17, 2018, City Council approved the updated Special Events policy. The policy states that Tier 2 and Tier 3 events must be reviewed by the Special Event Committee, consisting of staff representatives from each department, and the Parks and Recreation Commission. Tier 3 events must be approved by the City Council.

## Special Event Applications:

**UNIFY Financial Credit Union (FCU) 5K Run/Walk – Tier 3**

Staff received an application from UNIFY FCU to hold a 5K Run/Walk, beginning and ending at the Manhattan Beach Pier. The Festival area would occupy Manhattan Beach Blvd. west of Manhattan Avenue, and the upper and lower pier parking lots. Set up is requested to begin on April 22<sup>nd</sup>, with breakdown on April 23<sup>rd</sup>. The event will feature a sponsor area, kid zone, VIP area and beer garden is proposed.

**Los Angeles Chargers – Tier 3**

Staff received an application from the LA Chargers for an event to be held on Thursday, April 27<sup>th</sup>, in conjunction with the NFL draft. The event would consist of Fan Experience areas, food and beverage, entertainment and a VIP hospitality area. The initial site plan shows the event to occupy Manhattan Beach Blvd. west of Manhattan Avenue, and the upper and lower pier parking lots. Set up is requested to begin on April 24<sup>th</sup>, with breakdown on April 27<sup>th</sup>.

These events are currently being reviewed by the Special Event Committee. The committee has not yet met with the organizers. The Special Event Committee will discuss the events prior to presentation to the City Council.

**DISCUSSION:**

Both events have a similar footprint and therefore would have similar standard requirements.

Applicant shall post Temporary No Parking signs at least 72 hours prior to start of event.  
Applicant shall provide and install all traffic control signs.  
Applicant shall coordinate street closure with Police Department.  
Applicant shall reimburse City for parking meters during event.

Similar to previous events at the Pier, to address concerns regarding parking and traffic control for the bike path, staff recommends security staffing on hand during set up and tear down of the event, particularly surrounding the bike path. Due to the presence of alcohol, it is recommended to have staff/security stationed along the Pier and at key locations, along with an on-duty LA County Lifeguard.

The applicants must arrange for solid waste collection, disposal and recycling for all waste generated at the event. Public litter cans shall not be used for any purpose related to the event. Beach access at the base of the Pier shall remain accessible.

Permits from the City will be required for temporary tents (if larger than 10'X10'), electrical, amplified sound, and parking and access layout. Additional permits are required from the health department, the Department of Alcohol Beverage Control (ABC) for alcohol consumption (administered by the Police Department).

The UNIFY FCU 5K Run/Walk expects to draw approximately 2500 participants and spectators.

The LA Chargers Draft Event anticipates attendance of approximately 10,000. Staff has spoken with the organizer regarding the need for a traffic plan and consideration of parking issues, shuttles and ride-share incentives.

Both entities have been referred to the Downtown Business Association to discuss their events in order to gain understanding of the business owners concerns and possible collaboration opportunities.

Staff seeks input from the Commission in order to formulate a recommendation to be presented to the City Council on February 21, 2023.

**ATTACHMENTS:**

1. UNIFY 5K Special Event Application Snapshot
2. UNIFY 5K Site plan
3. UNIFY 5K Traffic Plan
4. Los Angeles Chargers Special Event Application Snapshot
5. Los Angeles Chargers Draft Day Event site plan





# PERMIT SNAPSHOT REPORT SPEV-22-00038 FOR CITY OF MANHATTAN BEACH

<b>Permit Type:</b> Special Event Permit	<b>Project:</b>	<b>App Date:</b> 10/25/2022
<b>Work Class:</b> PUBLIC PROPERTY	<b>District:</b> City of Manhattan Beach	<b>Exp Date:</b> NOT AVAILABLE
<b>Status:</b> In Review	<b>Square Feet:</b> 0.00	<b>Completed:</b> NOT COMPLETED
<b>Valuation:</b> \$0.00	<b>Assigned To:</b> Robb, Linda	<b>Approval Expire Date:</b>
<b>Description:</b> 5K Run Walk		

<b>Parcel:</b> 2	Main	<b>Address:</b> 2 Manhattan Beach Blvd Manhattan Beach, CA 90266	Main	<b>Zone:</b> C(Area C)  3(District 3)  OS(OS)  Appeal Area(Appeal Area)  PARKS / OPEN SPACE(PARKS / OPEN  COASTAL ZONE(COASTAL ZONE)
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Day of Event Contact Beena Patel 2110 Artesia Blvd BLVD Ste 458 Redondo Beach, CA 90278 Business: (310) 809-0235	Event Organizer Beena Patel 2110 Artesia Blvd BLVD Ste 458 Redondo Beach, CA 90278 Business: (310) 809-0235	Applicant Beena Patel 2110 Artesia Blvd BLVD Ste 458 Redondo Beach, CA 90278 Business: (310) 809-0235
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### Permit Custom Fields

1. Cars	Yes for staff delivery and materials drop off	10. Dance Floors	no	11. Alcohol Sales and Consumption Areas	Yes – this will be a sponsored area by a licenced beer company
12. Generators	Yes to utilize for the sounds systems and lights as needed as well as the timing equipment	13. Sound Equipment	Yes – stage and start/finish line	14. Lighting	Yes – light towers
15. Signs	Yes – A Frame directional signs	16. Portable Restrooms	Yes - regular as well as ADA compliant	17. Cooking Equipment	no
18. Livestock	no	19. Other Equipment Type	Forklifts to easily move large items	2. Semi-Trucks	Yes for porta potty, sink, fencing and dumpster delivery
3. Vans	For delivery of equipment, merchandise, water, etc.	4. Motor Homes	no	5. Trailers	Yes for Timing Company Equipment
6. Enclosed Tents	no	7. Canopies	These will be on Manhattan Beach Blvd and in the lower parking lots: VIP areas, sponsor booths, First Aid Station, Security Station, Registration Area, Packet Pick Up, Shirt Pick Up, Gear Check, and Announcer Area	8. Stages	Yes – main stage for announcements and welcome messages to the participants – this will be on the pier head to the left of the lifeguard tower as you face the ocean
9. Live Music	DJ	Affirm	Yes	Alcoholic Beverages?	Yes
Amplified Sound?	Yes	Any Fenced Areas?	Yes	Any Public Facilities?	Yes
Any Stages, Structures, Yes Tents, Canopies?		Assembly Area/Event Start	Manhattan Beach Pier The Strand	Crowd Control	PRIVATE
Disbanding Area/Event End	Manhattan Beach Pier The Strand	Event Break Down Date	04/23/2023 or 04/16/2023	Event Break Down Time	2 pm
Event End Time	2 pm	Event Location	Manhattan Beach Strand and Pier	Event Name	5K Run Walk
Event Route	Begins and Ends Manhattan Beach Pier	Event Set-Up Date	04/22/2023 or 04/15/2023	Event Set-Up Time	8 am
Event Start Time	9 am	Event Type	New Event (Or has major changes from previous)	Event Website for Public Relations	n/a
Filming or Television	N/A	Coverage?		If Yes, Provide I.D. or	34-6541032

# PERMIT SNAPSHOT REPORT (SPEV-22-00038)

Tax Exempt #		Is This a Fundraiser Event?	Yes	Is this a Non-Profit Organization?	Yes
No. of Participants	LARGE 1,000 + PARTICIPANTS	No. of Security Guards	10	No. of Spectators	500
No. Spaces/Dates – Organizer	12 Spaces - Sunday April 16, 2023 or April 23, 202	No. Spaces/Dates - Other	16 Spaces - Sunday April 16, 2023 or April 23, 202	No. Spaces/Dates – Participants	0
Organization Address	1899 Western Way, Torrance, CA 90501	Organization Name	UNIFY Financial Credit Union	Please Provide Post Event Clean-Up Plan	Trash bins, large dumpsters and a cleaning crew to pick up trash throughout the event. After the event we will have either street sweeper or manual cleanup by the staff
Provide Event Marketing/Promotion Info	Social media channels, yard signs, and several billboards. Also email outreach to running clubs and local schools	Public Relations Contact Email	neil.kochan@unifyfcu.com	Public Relations Contact Name	Neil Kochan
Public Relations Contact Phone No.	310-351-7906	Registration or Entrance Fee	25.00	Requested Event Date (1st Choice):	Apr 23 2023 12:00AM
Requested Event Date (2nd Choice):	Apr 16 2023 12:00AM	Requesting Street Banners?	Yes	Reserved Parking Spaces Needed	Yes
Security Company Name	TBD	Security Company Phone No.	TBD	Social Media Channels	Facebook Twitter Instagram
Sound Company Name	SideDoor Events	Sound Company Number	310-809-0235	Special Event	OTHER, RACE
Special Event - Other	Run/Walk	Sponsors	TBD	Street Closure Information	Ocean Drive and Manhattan Beach Ave
Total Expected Attendance	1500	Vendors Selling Merchandise?	No	Volunteers?	Yes

Attachment File Name	Added On	Added By	Attachment Group	Notes
5K Run Walk Course Route.pdf	10/25/2022 18:51	Patel, Beena		Site Plan
5K Run Walk Festival Layout.pdf	10/25/2022 18:51	Patel, Beena		Site Plan

Invoice No.	Fee	Fee Amount	Amount Paid
NOT INVOICED	Special Event-New Fee	\$1,456.00	\$0.00
	GL 100-3313-Technology Fee	\$43.68	\$0.00
<b>Total for Invoice NOT INVOICED</b>		<b>\$1,499.68</b>	<b>\$0.00</b>
<b>Grand Total for Permit</b>		<b>\$1,499.68</b>	<b>\$0.00</b>

Submittal Name	Status	Received Date	Due Date	Complete Date	Resubmit	Completed
Special Event Review (All Tiers) v.1	In Review	11/14/2022	12/02/2022		No	No

Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Building Review-Special Event	Building	Heise, Ryan	Requires Re-submit	11/14/2022	12/02/2022	11/14/2022
<b>Comments:</b> Stage requires a permit if over 30" above adjacent grade.						

Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Fire Review	Fire	Youngdale, Craig	In Review	11/14/2022	12/02/2022	

Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Parks & Recreation	Parks & Recreation	Leyman, Mark	In Review	11/14/2022	12/02/2022	

Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Police Review	Police	Sabosky, Matt	In Review	11/14/2022	12/02/2022	

## PERMIT SNAPSHOT REPORT (SPEV-22-00038)

Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Public Works Review-Special Event	Public Works	Roberts, Sean	In Review	11/14/2022	12/02/2022	
Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Risk Management	Risk Management	Morales, Briza	In Review	11/14/2022	12/02/2022	
Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Traffic Review	Traffic	Zandvliet, Erik	In Review	11/14/2022	12/02/2022	

Workflow Step / Action Name	Action Type	Start Date	End Date
<b>Review v.1</b>		11/14/2022	0:00
<a href="#">Confirm Application Valid v.1</a>	Generic Action		11/14/2022 11:30
<a href="#">Special Event Review (All Tiers) v.1</a>	Receive Submittal	11/14/2022	0:00
<a href="#">Assess Fees v.1</a>	Generic Action		
<b>Issue Permit v.1</b>			
<a href="#">Issue Permit v.1</a>	Create Report		
<b>Inspections v.1</b>			
<a href="#">Building Site v.1</a>	Inspection		
<a href="#">Final Fire v.1</a>	Inspection		
<b>After Event Review v.1</b>			
<a href="#">Assess Fees v.1</a>	Generic Action		

# Festival Area



## Legends:

### Pier Head - Main Stage:

- Talent – 10' x 20' - w/lounge seating
- Speakers – 10' x 30' – w/lounge seating
- Stage – 16' x 9'
- Fully Wrapped Truss – Sign TBD

### Kids Fun Zone:

- Fully Wrapped Truss – FUN ZONE
- 1 - Face Painting
- 2 - Ice Cream Truck
- 3 – Activity TBD
- 4 - Goal Kick
- 5 - Football Toss
- 6 - Tackle Rush Play
- 7 – Activity TBD
- 8 - Activity TBD
- Sponsor Banners Along Railing

### Sponsor VIP:

- Step and Repeat
- Bar
- Beach Lounge Furniture
- Sponsor Banners Along Railing
- Fully Wrapped Truss – SPONSOR VIP

### Beer Garden:

- Entrance Banner – Beer Garden
- Bar
- Tall Cocktail Tables

### Manhattan Beach Blvd and Lower Level Parking Areas:

- |  |   |  |
|--|---|--|
| <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; background-color: blue;"></span> Restrooms – 10 regular 3 ADA 4 Hand Wash Stations | <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; background-color: cyan;"></span> Security Post                                    | <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; background-color: lightblue;"></span> Fully Wrapped Truss – Welcome Sign |
| <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; background-color: yellow;"></span> Vendor / Sponsor Booth                          | <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; background-color: orange;"></span> Start / Finish Line                            | <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; background-color: lightblue;"></span> Participant Entrance and Exit      |
| <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; background-color: orange;"></span> Registration, BIB Pick-Up and T-Shirt Pick-Up   | <span style="display: inline-block; width: 10px; height: 10px; border: 1px dashed black;"></span> ADA Accessibility Route   | <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; background-color: cyan;"></span> Ingress and Egress Route                |
| <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; background-color: red;"></span> Medical  | <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; border-radius: 50%; background-color: white;"></span> Street Closure for vehicles |  |












**APPROVED**

TRAFFIC ENGINEERING DIVISION  
CITY OF MANHATTAN BEACH

BY *Archie Zandl* PE# TR-1775  
CITY TRAFFIC ENGINEER

DATE 1/6/2022

# Traffic Control Plan

-  Barricades
-  No Parking
-  Outdoor Dining
-  Fire Lane Emergency Access (12 ft off curb)
-  Podium
-  Speakers
-  Stage
-  CSC Staff
-  Police Vehicle
-  Road Closed Ahead
-  Road Closed



Lot Closed  
5 am – 2 pm  
Registration / Check In  
Sponsor Booths  
Vendor Booths

Lot Closed  
5 am – 2 pm  
Vendor Booths

Closures:  
Lower Pier Lots -  
hard closure 5 am – 2 pm, MBB west of Ocean Dr closed 5 am – 2 pm.

- TRAFFIC CONTROL NOTES**
1. Post temp. "No Parking" Signs at least 72 hour prior to work.
  2. See City Traffic Control Requirements for additional conditions.



# PERMIT SNAPSHOT REPORT SPEV-22-00040 FOR CITY OF MANHATTAN BEACH

<b>Permit Type:</b> Special Event Permit	<b>Project:</b>	<b>App Date:</b> 12/26/2022
<b>Work Class:</b> PUBLIC PROPERTY	<b>District:</b> City of Manhattan Beach	<b>Exp Date:</b> NOT AVAILABLE
<b>Status:</b> In Review	<b>Square Feet:</b> 0.00	<b>Completed:</b> NOT COMPLETED
<b>Valuation:</b> \$0.00	<b>Assigned To:</b> Robb, Linda	<b>Approval Expire Date:</b>
<b>Description:</b> Los Angeles Chargers NFL Draft Event SEE SPECIAL CONDITIONS IN CONDITIONS TAB		

<b>Parcel:</b> 2	Main	<b>Address:</b> 1 Manhattan Beach Blvd Manhattan Beach, CA 90266	Main	<b>Zone:</b> C(Area C) <hr/> OS(OS) <hr/> Appeal Area(Appeal Area) <hr/> COASTAL ZONE(COASTAL ZONE) <hr/> PARKS / OPEN SPACE(PARKS / OPEN 3(District 3)
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<b>Day of Event Contact</b> Lisa Simmons 3333 Susan Street Costa Mesa, CA 92626 Home: (619) 370-7851 Business: (619) 370-7851 Mobile: (619) 370-7851	<b>Event Organizer</b> Lisa Simmons 3333 Susan Street Costa Mesa, CA 92626 Home: (619) 370-7851 Business: (619) 370-7851 Mobile: (619) 370-7851	<b>Applicant</b> Lisa Simmons 3333 Susan Street Costa Mesa, CA 92626 Home: (619) 370-7851 Business: (619) 370-7851 Mobile: (619) 370-7851
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### Permit Custom Fields

1. Cars 50	10. Dance Floors N/A	11. Alcohol Sales and Consumption Areas YES
12. Generators 3	13. Sound Equipment YES	14. Lighting YES
15. Signs YES	16. Portable Restrooms YES	17. Cooking Equipment FOOD TRUCKS
18. Livestock N/A	19. Other Equipment Type TBD	2. Semi-Trucks 2
3. Vans 4	4. Motor Homes N/A	5. Trailers 2
6. Enclosed Tents 10	7. Canopies TBD	8. Stages 1
9. Live Music YES	Affirm Yes	Alcoholic Beverages? Yes
Amplified Sound? Yes	Any Fenced Areas? Yes	Any Public Facilities? Yes
Any Stages, Structures, Yes Tents, Canopies?	Assembly Area/Event Start 10:00 am	Crowd Control CITY
Disbanding Area/Event End 11:00 pm	Event Break Down Date April 27, 2023	Event Break Down Time 11:00 pm
Event End Time 10:00 pm	Event Location Manhattan Beach Pier (base), North & South Lots	Event Name Los Angeles Chargers / NFL Draft Event
Event Route TBD	Event Set-Up Date April 24, 2023	Event Set-Up Time 10:00 am
Event Start Time TBD	Event Type New Event (Or has major changes from previous)	Event Website for Public Relations chargers.com
Filming or Television Coverage? N/A	If Yes, Provide I.D. or Tax Exempt #	Is This a Fundraiser Event? No
Is this a Non-Profit Organization? No	No. of Participants SMALL 50 – 300 PARTICIPANTS	No. of Security Guards TBD
No. of Spectators 10000	No. Spaces/Dates – Organizer 50	No. Spaces/Dates - Other 0
No. Spaces/Dates – Participants 0	Organization Address 3333 Susan Street, Costa Mesa, CA 92626	Organization Name Los Angeles Chargers
Please Provide Post Event Clean-Up Plan TBD	Provide Event Marketing/Promotion Info digital, online, etc.	Public Relations Contact Email lisa.simmons@chargers.nfl.com
Public Relations Contact Name Lisa Simmons	Public Relations Contact Phone No. (619) 370-7851	Registration or Entrance Fee 0.00

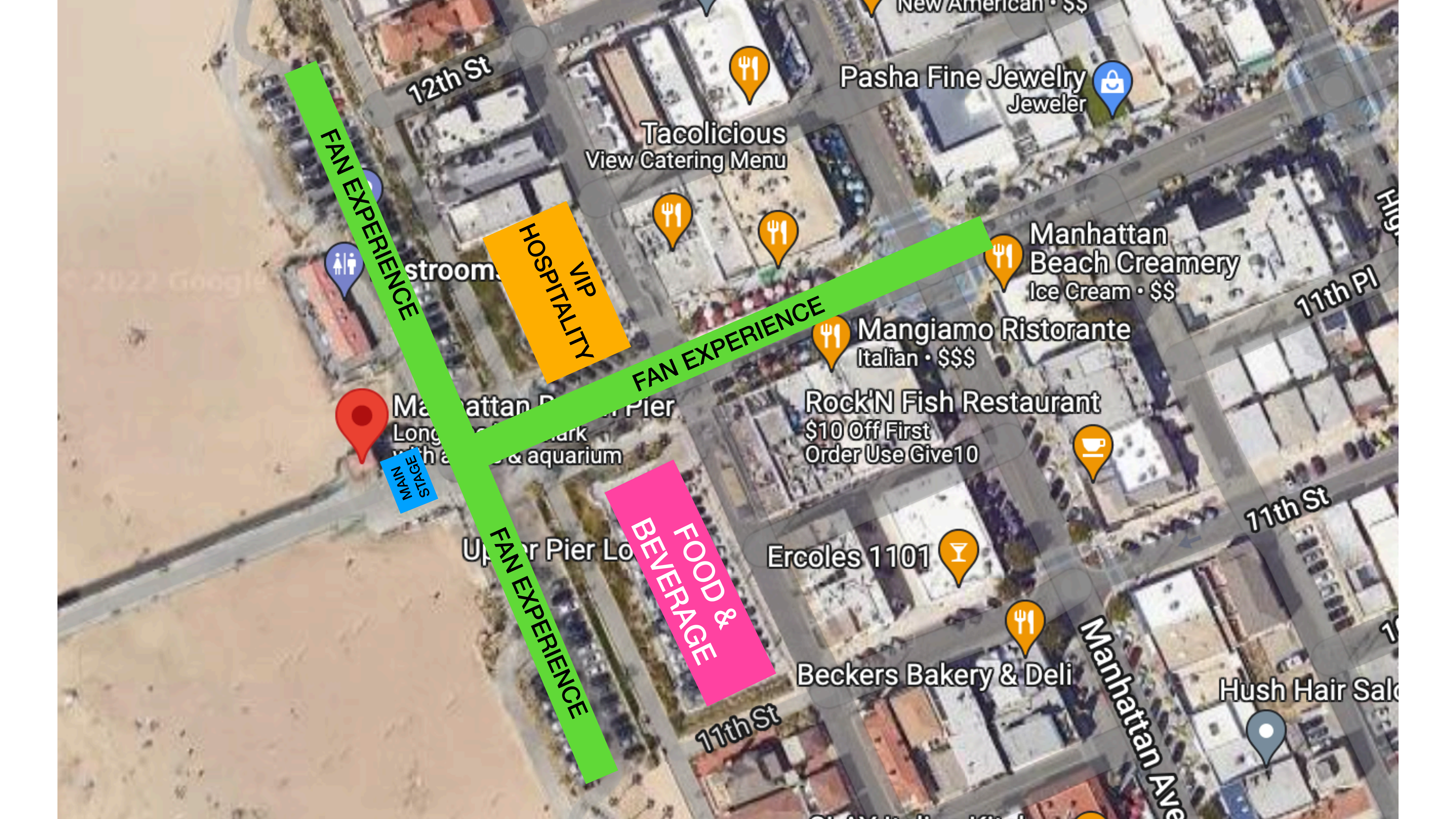
# PERMIT SNAPSHOT REPORT (SPEV-22-00040)

Requested Event Date (1st Choice): Apr 27 2023 12:00AM	Requested Event Date (2nd Choice): Apr 27 2023 12:00AM	Requesting Street Banners? Yes
Reserved Parking Spaces Needed: Yes	Security Company Name: TBD	Security Company Phone No.: TBD
Social Media Channels: Facebook, Instagram, TikTok, Twitter, YouTube	Sound Company Name: TBD	Sound Company Number: TBD
Special Event: OTHER	Special Event - Other: Los Angeles Chargers / NFL Draft Event	Sponsors: TBD
Street Closure Information: TBD	Total Expected Attendance: 10250	Vendors Selling Merchandise? Yes
Volunteers?: No		

Attachment File Name	Added On	Added By	Attachment Group	Notes
NFL Draft (04.2023).pdf	12/26/2022 18:20	Simmons, Lisa		Site Plan

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00016891	Special Event-New Fee	\$1,456.00	\$1,456.00
	GL 100-3313-Technology Fee	\$43.68	\$43.68
	<b>Total for Invoice INV-00016891</b>	<b>\$1,499.68</b>	<b>\$1,499.68</b>
	<b>Grand Total for Permit</b>	<b>\$1,499.68</b>	<b>\$1,499.68</b>

Workflow Step / Action Name	Action Type	Start Date	End Date
<b>Review v.1</b>		01/19/2023 0:00	
Confirm Application Valid v.1	Generic Action		01/19/2023 18:29
Special Event Review (All Tiers) v.1	Receive Submittal		
Assess Fees v.1	Generic Action		
<b>Issue Permit v.1</b>			
Issue Permit v.1	Create Report		
<b>Inspections v.1</b>			
Building Site v.1	Inspection		
Final Fire v.1	Inspection		
<b>After Event Review v.1</b>			
Assess Fees v.1	Generic Action		



FAN EXPERIENCE

VIP  
HOSPITALITY

FAN EXPERIENCE

FOOD &  
BEVERAGE

FAN EXPERIENCE

MAIN  
STAGE

12th St

Tacolicious  
View Catering Menu

Pasha Fine Jewelry  
Jeweler

Restroom

Manhattan Pier  
Long Beach Aquarium

Manhattan  
Beach Creamery  
Ice Cream

Mangiamo Ristorante  
Italian

Rock'N Fish Restaurant  
\$10 Off First  
Order Use Give10

Ercoles 1101

Beckers Bakery & Deli

Hush Hair Salon

11th St

11th Pl

Manhattan Ave



**DATE:** February 28, 2022

**TO:**

Members of the Parks and Recreation Commission

**FROM:**

Mark Leyman, Parks and Recreation Director

**SUBJECT:**

Parks and Recreation Commission Work Plan for 2023-2024

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**RECOMMENDATION:**

Discuss Parks and Recreation Work Plan items approved by the City Council at the joint City Council meeting on January 9, 2023.

**FISCAL IMPLICATIONS:**

Fiscal implications, if any, will be developed on a project-by-project basis and presented to the City Council as necessary.

**DISCUSSION:**

The City Council met with the Parks and Recreation Commission in a joint meeting on January 9, 2023 to provide direction and approve the following topics for the 2022 Parks and Recreation Commission Work Plan.

- Dog Parks & Community Parkettes – City Council directed the Commission to research the possibility of smaller dog runs in areas of Veteran’s Parkway occupied by ice plant, once the main project is complete; and to notice the neighbors in the area surrounding the Polliwog Park proposed dog run expansion.
- Explore repurposing Pay’n’Play Racquetball Land/Building – City Council directed staff to determine programming costs, revenue projections and long term options (i.e. demolition of building), returning to Council for direction.
- Sand Dune Park Master Plan (Nature Areas & Trails, building) – City Council directed the Commission to research more appealing fencing options surrounding Sand Dune Park, and continue community input to develop an RFP for design and Master Plan.
- Explore Aquatics Facility - City Council directed the Commission to focus on Begg Pool as the site location and to return with a report on all costs in order to enhance and maintain the space.
- Donation Policy and Programs - City Council directed the Commission to return with more information regarding a donation policy.

The Polliwog Park Bandshell was not added to the 2023 work plan and directed the Commission to return with the band shell item for consideration in 2024.