

MANHATTAN BEACH CHAMBER OF COMMERCE FY 25-26 WORK PLAN AGREEMENT & LEASE DISCUSSION

NOVEMBER 18, 2025

CITY COUNCIL MEETING



OBJECTIVE

- Determine funding commitment for the Chamber's FY 2025-2026 Work Plan agreement.
- Consider entering into a new lease for the Chamber's current office space and determine the appropriate lease payments.
- Receive and file FY 2024-2025 Work Plan Report.



BACKGROUND

WORK PLAN AGREEMENT

- City typically provides partial funding for Chamber's initiatives
- Varying degrees of funding
 - \$29,585 to \$100,000

LEASE

- Current lease began in 2012
- Rate of \$1.00 per year
- Now under a month-month structure



BUDGET

- Chamber requesting an agreement valued at \$85,000.
- \$40,000 budgeted for FY 25-26.
- Priority funding levels provided by Chamber.
- If directed to exceed \$40,000 - additional appropriation required.
- If directed – include additional funding for FY 26-27 budget discussions.



PRIORITY FUNDING LEVEL 1

Valued at \$40,000

Event/Activity	Funding Amount
Business License Tax Forum	\$4,000
State of the City	\$6,000
Economic Forum: Major Sporting Events	\$5,000
Economic Development Services	\$8,000
Visitor Analytics	\$8,000
Destination Guide	\$5,000
YEA! Investor Panel	\$4,000



PRIORITY FUNDING LEVEL 2

Valued at \$75,000 – Adds to Level 1

Event/Activity	Funding Amount
Business Recognition	\$2,000
Ribbon Cuttings & Anniversaries	\$1,500
New Business Welcome	\$1,500
Economic Development Services	\$12,000
New Resident Welcome Package	\$2,000
City Logo Merchandise Inventory	\$3,000
Relocation Guide	\$2,000
Social Media Marketing	\$8,000
Community Fairs & Expos	\$3,000



PRIORITY FUNDING LEVEL 3

Valued at \$85,000 – Adds to Levels 1 & 2

Event/Activity	Funding Amount
Remaining Economic Development Services	\$4,000
Visitor Map	\$3,000
Internships & Summer Job Prep Program	\$3,000

Staff recommends Priority Funding Level 1 based on current budgeted amount.



LEASE

- Space Utilized: Approx. 750 sq feet + 4 parking stalls
- City covers select maintenance costs.
- Estimated Market Value:
 - \$22,950 - \$40,500 (\$2.55-\$4.50/sq ft/month)
 - \$150-\$250/parking stall/month)



FY 24-25 WORK PLAN REPORT

- Chamber required to submit annual report per FY 24-25 Work Plan Agreement
- All objectives completed except 1 of 2 education seminars.



RECOMMENDATION

Staff recommends City Council:

- Provide direction on agreement funding level.
- Adopt Resolution No. 25-0131 approving FY 25-26 Work Plan Agreement.
- Discuss and direct staff on lease payment preferences to enter into a new lease.
- Authorize City Manager to finalize and execute agreement and lease.
- Receive and file FY 24-25 Work Plan Report.



