



## Legislation Text

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**File #:** 18-0410, **Version:** 1

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**TO:**

Honorable Mayor and Members of the City Council

**THROUGH:**

Bruce Moe, City Manager

**FROM:**

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

**SUBJECT:**

Request from the Manhattan Beach Rotary Club to Hold a Special Event at the Kinecta Parking Lot on November 11, 2018 (Parks and Recreation Director Leyman).

**APPROVE**

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**RECOMMENDATION:**

Staff and the Parks and Recreation Commission recommend that the City Council approve the request from the Manhattan Beach Rotary Club to hold a special event at the Kinecta Parking Lot on November 11, 2018.

**FISCAL IMPLICATIONS:**

All City services will be billed to the organizer at fully burdened rates as set forth in the User Fees and Cost Allocation Study approved by City Council. All third party services will be billed directly to and paid by the organizer.

**BACKGROUND:**

On July 17, 2018, City Council approved the updated Special Events policy. The policy requires that all events serving alcohol be categorized as Level III events, and must be approved by City Council.

As part of the Special Event Policy, the Staff Special Events Committee and Parks and Recreation Commission review all Level III events prior to City Council consideration. The Special Events Committee reviewed the event application request at its September 4, 2018 meeting, and the Parks and Recreation Commission reviewed the request for the Manhattan Beach Rotary Club special event at its September 17, 2018 Commission meeting.

**DISCUSSION:**

The Manhattan Beach Rotary Club is proposing to have a Veteran's Day Western Style barbecue and craft beer tasting to honor veterans, active duty service and first responders, entitled, "VetBeerBQ." The proposed event will be held in the Kinecta Parking Lot located at 1440 Rosecrans Avenue and will begin at 12:00 PM and conclude at 5:00 PM. General admission to the public is \$50 per ticket. Veterans, active duty service and first responders' admissions will be discounted at \$35 per ticket. A

portion of the proceeds will be used to establish a memorial scholarship, in the name of Rachel Parker, for students looking to attend college to obtain a degree in criminal justice, and donations to veterans' groups and other Manhattan Beach Rotary charities.

The Special Events Committee, representing multiple City departments, had the following requirements for the event:

**Police:** Staffing from the private security company, Contemporary Services Corporations (CSC). One Supervisor and three staff will be required for the duration of the event.

**Fire:** Fire Code permit will be issued according to the City's fee schedule (Reference #16-3, \$476). Additionally, a fire inspection and a walk through are required prior to and after the event set up.

**Public Works:** No services needed.

**Community Development:** Permits will be required for all tent structures larger than 10 x 10. The attached application indicates that four 20x30 tents may be used.

**Parks and Recreation:** No services needed.

The Parks and Recreation Commission reviewed the application and had questions regarding event marketing and demographics, parking for the event, and beneficiaries. After discussion, the Commission voted unanimously to recommend approval of the request from the Manhattan Beach Rotary Club to hold its event.

#### **PUBLIC OUTREACH/INTEREST:**

Staff determined that public outreach was not required for this issue.

#### **ENVIRONMENTAL REVIEW**

The City has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that the activity is not a "Project" as defined under Section 15378 of the State CEQA Guidelines; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines the activity is not subject to CEQA. Thus, no environmental review is necessary.

#### **LEGAL REVIEW**

The City Attorney has reviewed this report and determined that no additional legal analysis is necessary

#### **Attachment:**

1. Rotary Event Application