

ATTACHMENT A



211 E. Ocean Blvd
Suite 410
Long Beach, CA 90802
PH: (562) 570-5333
FAX: (562) 570-5335

Special Event Application

17-09119

General Event Information

Event Name:	Tacos and Beer 5k Run		
Event Dates:	May 6, 2017	Event Daily Operating Hours:	8 am to 2pm
Event Set Up Date:	May 5, 2017	Event Setup Time:	11:00 am
Event Move Out Date:	May 6, 2017	Event Move Out Time:	4pm
Event Location:	El Dorado Park, section III		

Event Contact Information (Please provide a street address for each contact, P.O. Boxes are not acceptable)

Event Organizer

Name:	Carlos Gaspar		Organization:	RunCarrera	
Street Address:	8132 5th Street				
City:	Downey		State:	CA	Zip Code: 90241
Office Phone #:	562 896 0243	Cell Phone #:	562 896 0243	Fax Phone #:	
Email:	carlos@runcarrera.com				

Event Co-Organizer or Professional Event Planner

Name:			Organization:	RunCarrera	
Street Address:					
City:			State:		Zip Code:
Office Phone #:		Cell Phone #:		Fax Phone #:	

Event Representation for Public Information/Media Contact

Name:	Carlos Gaspar		
Primary Phone #:	562 896 0243	Secondary Phone #:	
Email:	carlos@runcarrera.com	Event Website:	tacosnbeer.com

Event Organizer Tax Status

<input checked="" type="radio"/> For Profit Organizer	<input type="radio"/> Non-Profit Organizer with EIR Number, (please attach IRS forms)
Non-Profit Name:	
Street Address:	
City:	
State:	
Zip Code:	
Organization Website:	

Event Description

Please use the space provided below to provide a detailed description of the purpose and activities included in your event. You may attach additional pages to this document if needed.

We are hosting a 5k run to celebrate Cinco De Mayo with Mariachi Music, Live bands, Djs Music.

Event Attendance Information

Total Attendance per Day:	3800	Total Participants @ Event:	3500	Total Staff/Volunteers @ Event:	120
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Event Admissions Information

Will fees for admission, entry, vendor or visitor participation be required? ☒ Yes ☐ No

If yes, you must attach a copy of your **Admission and Re-entry Policy** as well as corresponding **Admission Rates**.

If no, please check the box that best describes your plan: ☐ Free & Open to the Public ☐ Private Event, Invitation Only

Event Activity and Program Schedule Information

The Event Organizer shall provide a detailed description of their programmed activities within the venue. This includes providing the City with a daily schedule for each area where activities or entertainment will be programmed. The schedule should include the names of the talent/entertainment, the time they perform, timing for sound checks, etc. Please describe the sound equipment as well as any lighting packages that are included in the production. The event organizer shall attach a copy of the activity and program plan to this document.

General Description of Event, Programs, or Activities (Check All Boxes That Apply)

<input type="checkbox"/>	Athletic/Recreational	<input checked="" type="checkbox"/>	Festival/Celebration	<input type="checkbox"/>	Fireworks, Pyrotechnics, Black Powder
<input type="checkbox"/>	Art Exhibit/Display	<input type="checkbox"/>	Parade	<input type="checkbox"/>	Farmer/Craft Market
<input type="checkbox"/>	Concert/Performance	<input type="checkbox"/>	Information/Exhibits	<input type="checkbox"/>	Outdoor Market
<input type="checkbox"/>	Alcohol Service and/or Sampling	<input type="checkbox"/>	Theatre Performance	<input type="checkbox"/>	Aquatics/Boating
<input type="checkbox"/>	Carnival/Circus	<input checked="" type="checkbox"/>	Fun Run/Walk/Ride	<input type="checkbox"/>	

Please attach a copy of the **Activity and Program Plan** to this document.

Event Specialized Program Information

If the Event Organizer's Program includes any of the activities listed below, a detailed description of these activities shall be included in the program schedule attached to this document.

- Massage demonstrations or services;
- Fire performers/dancers;
- Tattoo or piercing demonstrations or services;
- Casino games/drawings;
- Parachute teams;
- Racing or racing demonstrations; or
- Aircraft

Event Route Information

Is this event a Parade, Run, Walk, Bike Tour, etc?

☒ Yes

☐ No

If your event is a parade, walk, fun run, bike ride, or other activity with a specific route or competition area, you must provide a map of your route and describe the route. The plan should include information on where you will start and finish the event, staging areas, competition areas, loading zones, step off location, disbanding areas, etc. You must attach the **Event Route Plan** to this document.

Event Site Plan Information

The Event Organizer shall provide a detailed drawing of the site plan. The site plan shows the placement of temporary structures and equipment on public property and/or rights of way. The following information is required on your site plan. Please show:

- The perimeter of the entire venue, include the names of all adjacent streets or areas that are part of the venue; show all street closures and/or lane closures associated with the site plan;
- The location of fences, barricades and barriers,
- The access and egress points for the venue,
- The access and egress points for tents and structures within the venue,
- The 20 foot wide fire lane (emergency access) through out the venue,
- The locations of all stages, platforms, bleachers, grandstands, canopies, tents, portable toilets, trash containers, or any other temporary structure,
- The dimensions or size of the equipment and structures within the site plan,
- The cooking areas to be used for the event, show the locations of food trucks or carts,
- The location of all alcohol points of sale (beer gardens or free flow plan, points of sale, etc.),
- The location of First Aid and Emergency Service Coordination Staff,
- The location of power sources or generators, show the distribution of power within the venue,
- The locations of carnival rides, games, live animals, inflatables, or similar equipment,
- The location of any/all fuel stations, show the location of propane tanks, natural gas lines, black powder storage, and pyrotechnics locations,
- The locations of parking for public, vendors and VIP's, show where trailers or large trucks will be stored, and
- The location of "free speech" zone, etc...

Please attach the **Event Site Plan** to this document.

Event Parking Information

Total Guest Parking Demand:	2500	Total Vendor/VIP Parking Demand:	300
Guest Parking Locations:	Overflow parking area in section III		
Vendor/Staff/VIP Parking Locations:	Overflow parking area in section III		

Event Traffic Management Information

Street closures, lane closures, traffic detours, traffic directional signage, temporary no parking locations, times and signs, or other tasks requiring traffic safety equipment, you must use one of the many city approved contractors. The plans used by the contractors must be approved by the City of Long Beach prior to the permit being issued.

You must attach a copy of your **Traffic Management and Parking Plan** to this document.

Event Site Services Information (Custodial Services, Comfort Stations, Waste & Recycling Management, Street Sweeping, etc...)

The Event Organizer must maintain a safe, clean and accessible environment for the event attendees. Please see the Special Event Planning Guide for additional information. Describe your plan to provide custodial services, comfort stations, refuse collections and removal, recycling services, etc...

Recycle containers will be placed throughout the event and or staff will gather the recycle items and take it to a recycling facility. 1st Jon will provide a bin container, boxes for waste and recycling items.

Event First Aid, Medical Services and Emergency Management Plans

The organizer is responsible for the safety and well being of the guest at their event. Please describe the plan to provide First Aid, Medical Services and Emergency Management should they be needed. Include staffing levels and staff assignments. Please use the space below to describe how you will provided these services. You may attach an additional document if necessary.

RunCarrera will use the LBFD EMTs for First Aid and will contact the LFDP for any other medical services or/and emergencies.

Crowd Management and Venue Security (Venue Access, Event Staff, Security Staff, etc...)

Download the Security Plan Worksheet. Please provide a detailed plan for venue and security management with the application. Required information must include a "dot map" showing the location of security staff and their assignments. The Office of Special Events cannot approve a permit unless we have received and approved a security plan at least three weeks before the planned event date.

Please attach the completed **Security Plan Worksheet** to this document.

Alcohol Control and Management Plans

- ☐ No alcoholic beverages will be sold, sampled or consumed at this event
- ☒ Yes, alcoholic beverages will be sold, sampled or consumed at this event

If you plan to sell, sample or consume alcoholic beverages at this event, you are required to obtain a permit from the State Department of Alcoholic Beverage Control (ABC). You must provide a copy of the security plan for alcohol service area. Download and complete the Security Plan Worksheet. The City of Long Beach Special Event permit will define where and how alcoholic beverages services will be allowed.

If "Yes" to above, please attach the completed **Security Plan Worksheet** to this document.

Concessions Management Plans

The organizer has the ability to provide food, services and merchandise to attendees at their event. The event organizer is responsible to ensure the vendors obtain the appropriate equipment, personnel and permits required to complete this assignment.

Food Concessions

Will the event organizer provide food and beverage concessions as part of the program?

- | | |
|----------------------------------|---|
| <input type="radio"/> | Yes, only to the participants in this event |
| <input checked="" type="radio"/> | Yes, to the general public. You must identify the concessions areas on your site map. A list of the approved vendors is required. |
| <input type="radio"/> | No food or beverages will be sold or provided at this event. |

Merchandise Concessions

Will the event organizer provide merchandise or service concessions as part of the program?

- | | |
|----------------------------------|--|
| <input type="radio"/> | No merchandise or services concessions are included in this event |
| <input checked="" type="radio"/> | Yes, merchandise or services concessions are included in this event. You must identify the concessions areas on your site map. A list of the approved vendors is required. |

Live Animal Plans

Will the event organizer require live animals to be included in this programmed activity?

- | | |
|----------------------------------|---|
| <input checked="" type="radio"/> | No animals will be housed on site and no animals will be participating in this program |
| <input type="radio"/> | Yes, you must attach a copy of your plan to house and care for these animals and obtain additional permits from Animal Control. |

Insurance Requirements

An original Certificate of Insurance and the Additional Insured Endorsement must be submitted to the Office of Special Events and Filming thirty (30) days prior to the event. Copies of the certificates and/or endorsements can be submitted with this application. Links: **Insurance Guidelines webpage**, **General Liability Endorsement Form**

Please attach copies of any certificates and/or endorsements to this document.

Event Organizer Requirements

Special Event permit requirements are based on Long Beach Municipal Code Section 5.60. The City of Long Beach requires the signature(s) of the party/parties who will be held responsible for the payment of any City services and/or fees. The applicants and, if applicable, the professional event organizer must complete and submit this application. In order to complete the Special Event application, payment must be mailed within ten (10) business days from online submittal to the following address:

City of Long Beach
Special Events and Filming
211 E. Ocean Blvd., 410
Long Beach, CA 90802

The Applicant and/or Event Organizer are individuals authorized to make operating decisions, and negotiate the terms and conditions for city services for the producer. These people are responsible for the payment of any expenses generated by the City of Long Beach to support or oversee the event. Any notice, demand, request, consent, approval, or communication that the City desires, or is required to give to the event organizers or producer shall be addressed to the individuals listed in this document.

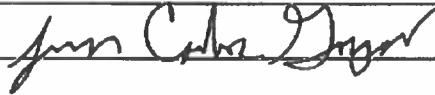
Statement of Affidavit

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief; that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under Long Beach Municipal Code, and I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager or the City Manager's designee. Applicant agrees to comply with all other requirements of the City, County, State, Federal Government, and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. In the event that a possessory interest subject to property taxation is created by virtue of this use permit, I agree to pay all possessory interest taxes and the City shall not be liable for the payment of such taxes. I further agree that the payment of any such taxes shall not require any consideration paid to the City pursuant to this use permit. I agree to abide by these rules, and further certify that on behalf of the Host Organization, I am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Long Beach.



I understand that I must comply with the event requirements provided by the City of Long Beach and in the Special Event Planning Guide Terms and Conditions.

Event Organizer Signature:



Event Co-Organizer Signature:

Please remember to attach the following documents as applicable:

- Admission and Re-entry Policy
- Admission Rates
- Activity & Program Plan
- Program Schedule
- Event Route Plan
- Event Site Plan
- Traffic Management Parking Plan
- Security Plan Worksheet
- Copies of any Certificate of Insurance and/or Additional Insured endorsements

Tacos and Beer 5k Run And Festival

Tacos and beer 5k run is a theme 5k run on Cinco de Mayo weekend. This year about 3,500 runners will participate in a 3.1 mile run at El Dorado East Regional Park. The run course is out and back with live music and DJs around the course--see attached file. After the run, participants enter the festival where they get two tacos and a beer (for 21+). All participants that wish to drink beer must show a valid ID to receive a 21+ wrist band that allows them to drink beer. A private security company supervises that minors do not have access to beer and to manage crowd control. The festival has a live mariachi music band, a salsa band and a DJs. The festival has a few food vendors and other sponsors such Bud Light, Don Chente Bar and Grill, the Yellow Taxi Cab, LA WEEKLY and more.

Late registration for the race on the day of the event is at 6:30am to 7:30am

The run/walk starts at 8am ends at 10am

The Festival opens at 8am and ends at 1pm



LONG BEACH SPECIAL EVENTS and FILMING

Event Security Plan

In order to host a safe event, the Event Security Plan is required to outline your security staffing. Upon completion, the Event Security Plan will be submitted to the Long Beach Police Department for review. After review, the Long Beach Police Department will determine if additional security staffing is required, and also determine if Police Officers shall be staffed. All public events with alcohol are required to have private security in addition to mandated staffing by the Long Beach Police Department.

The event operator is also responsible for creating and submitting a site map/plot plan labeling the security staffing locations for the event.

Scope of Event

Event Name: Tacos and Beer 5k Run

Event Organizer: Carlos Gaspar Phone: 562 896 0243

Event Date(s): May 6, 2017

Hours of Operation: 8am to 1pm Expected Attendance: 3,500

Type of Event: ☐ Festival ☐ Concert ☐ Parade ☐ Car Show ☒ Other Run/walk event

Number of Stages: two List Entertainment Schedule i.e., All Bands, DJ's, Music Genre, Times:

All musicians and DJ's are playing Mexican folklore, country and pop music.

Stage one: Using the permanent stage on GG picnic area.

Stage two: 12x8 ft stage for MC

7am DJ's (low music)

9am- 10: 30 am Start/Films Line and Course entertainment; DJ, Mariachi, single man band.

GG Area

10:10 Mariachi

11:10 DJ

12:10 single man band

1:10 -2pm DJ.

Primary Event Security

Name of Security Company: MIB GROUP CA PPO License #: 14442

Company Phone: 310 435 2530 On Site Contact: Tyron Wilkerson Phone: 310 435 2530

Number of Armed/Unarmed Security Personnel Assigned Each Day:

Unarmed 10 Armed _____

**Off duty police officers working in a private security capacity must possess a CA guard card and should not wear anything identifying them as a "police officer."*

List a Detailed Schedule of the Event and After-Hours Security Staffing and Locations:

**Include shift times & responsibilities. Specifically perimeter security, response times, etc. Staff locations must be labeled on your site map/plot plan.*

- Uniformed employees to provide security and staffing to include various duties but no limited to the following; I.D checks and wristband issue, crowd control, uniformed presence, strict 21 yrs of age alcohol consumption, no outside alcohol permitted, no large canopies permitted, no exiting the venue with alcoholic beverages, (4) standing posted positions at all entrance/exits and (4) roamers within the venue for added presence and wrist band enforcement. Security equipped with two-radios for immediate communication and response time. Estimated hours 8 am to 2:00 pm.

Security & Event Staff Communication Plan

Describe How Event Security and Event Staff Will Communicate: ☒ Radios ☒ Cell Phones

☒ Other _____

**Depending on scope of the event, Special Event Staff, LBPD and LB Fire may require radios issued by event operator.*

Number of Staff and Security w/Radios: Staff 10 Security 8

Security Uniforms

Shirt Color: White Pant Color: Black

Describe How Personnel are Identified as Security:

SECURITY on the back of the white polo shirts

Event Ticketing/Re-Entry

How is the Event Marketed: ☒ Social Media ☒ Internet ☐ Radio ☐ TV ☐ Flyers ☒ Other New Paper

Ticket Price(s): \$30 to \$65 Method of Purchase: ☒ Pre-Sale ☒ Gate/Door

Max. Ticket Sales: 3,500 Re-Entry: ☒ Yes ☐ No If Marked Yes, Please Explain Re-Entry Policy:

Running Event: Show their Race bib to participate on the run/walk event.

Roaming Beer Fenced area: open to the public--in and out without ticket.

List Prohibited Items:

No Canopies/tents. No national brand costumes such CORONA BEER, TACO BELL, etc.

Describe Entry Area & Types of Search and Screening to be Used:

ID checks and pat down if needed.

Alcohol Controls

Alcohol is required to be served in clear plastic cups with a limit of two (2) drinks per person at the time of purchase. Event operator is required to issue patrons 21 years and older a tamper resistant wristband. Event operator is required to check identification at each point of sale.

Alcohol must be contained within a controlled venue.

Free Roaming Alcohol is defined as alcohol being allowed to "roam" throughout the entire enclosed event venue. Alcohol compliance team is required to patrol the interior of the venue for patrons drinking without a wristband.

Beer Garden is defined as alcohol contained to a portion of the event venue. Typically the event is not entirely enclosed and alcohol is kept within a small enclosed portion of the event. Perimeter fences are required to prevent alcohol from being passed from the Beer Garden to event patrons outside the Garden. Beer Garden requires security along the perimeter, entrance/exit(s), and requires count in-out controls. Beer Garden must be clearly labeled on the site map.

Free Roaming Alcohol: ☒ Yes ☐ No

Beer Garden: ☐ Yes ☐ No

Number of Security Staff Assigned to Compliance Team: 10

Additional Notes

Jay Lopez

From: Carlos Gaspar <carlos@runcarrera.com>
Sent: Friday, January 27, 2017 9:30 AM
To: Jay Lopez
Subject: FW: El Dorado Park traffic plans for Tacos & Beer 5k & Festival Saturday 5/6/2017
Attachments: el dorado park left turn pocket lane closures on spring st.pdf; el dorado park two-way traffic plan.pdf; city of long beach request for traffic control - left-pocket-closures and two-way traffic in park.png

Hi Jay,
ITC Barricades, Inc will manage the left turn pocket and the two-way traffic lane inside the park. See attached plans

Best,

Carlos Gaspar
Owner/Race Director
562.896.0243
RunCarrera.com



From: ITC Barricades, Inc [mailto:itcbarricades@verizon.net]
Sent: Monday, April 25, 2016 9:41 AM
To: Jay.Lopez@longbeach.gov
Cc: carlos@runcarrera.com
Subject: El Dorado Park traffic plans for Tacos & Beer 5k & Festival Saturday 4/30/16

Hi Jay,

Great speaking with you this morning.
Here's attached plans for the 6am to 10am Tacos & Beer 5k & Festival Event permitted for this Saturday 4/30/16.
ITC Barricades staff will be on site setting up all the required traffic control per attached plans.
Thank you for all your help and have a great day.

Best regards,
Randy Welshans
714-892-5858

<http://itcbarricades.wix.com/traffic-control>

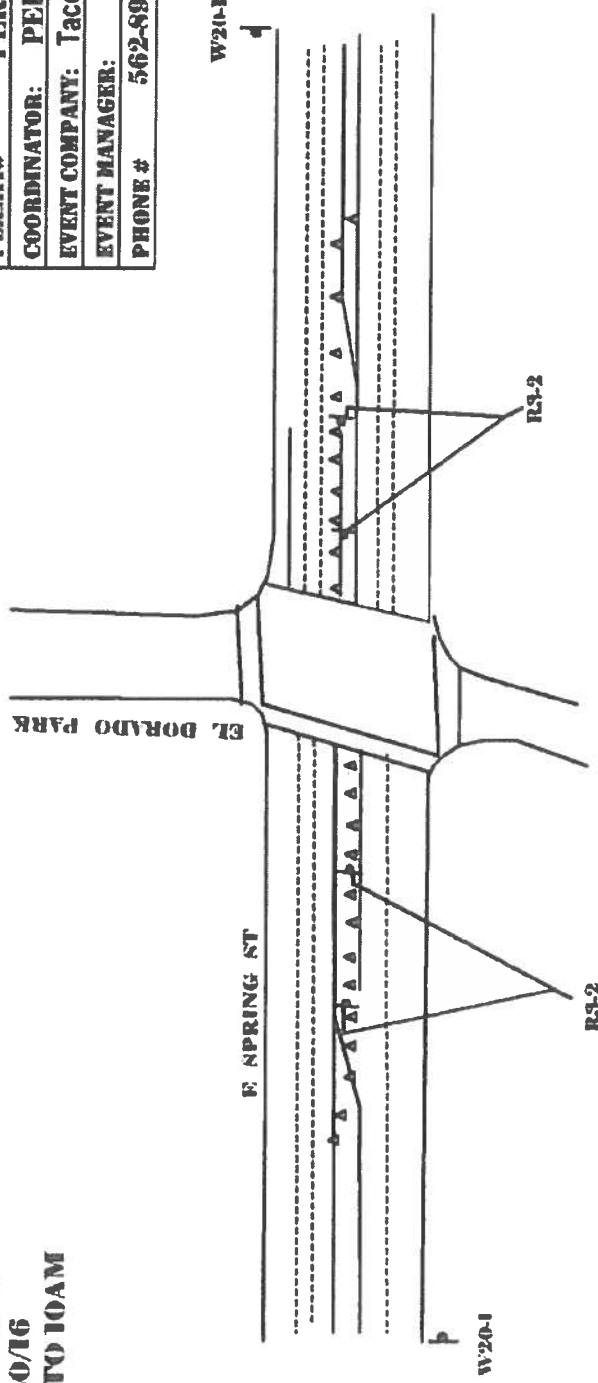
ITC BARRICADES 24-7 SERVING ALL YOUR TRAFFIC CONTROL NEEDS

E/B AND W/B TURN POCKET LANE CLOSURES ON SPRING ST AT EL DORADO PARK

Notes:

1. Per City of Long Beach Special Events Permit this closure will be in effect on **SATURDAY 4/30/16** the hours of **6AM TO 10AM**

DATE:	4/25/16	TIME:	8:30AM
TO: PERMITS	FROM:	RANDY	
PERMIT#	PER PERMIT OFFICE		
COORDINATOR:	PER PERMIT OFFICE		
EVENT COMPANY:	Tacos&Beer5k & Festival		
EVENT MANAGER:	CARLOS GASPAR		
PHONE #	562-896-0243		



MUTCD CODE

- H Barricade
- △ Cone
- Y Police Officer / Sheriff / Highway Patrol
- Work Area
- Flashing Arrow Sign
- W20-1 Road Work Ahead
- W20-3 Road Closed Ahead
- W20-2 Detour Ahead
- W20-5R Right Lane Closed Ahead
- W20-5L Left Lane Closed Ahead
- W20-3R Right Lane Closed Ahead
- W20-3L Left Lane Closed Ahead
- W1-6R Right-Direction Large Arrow
- W1-6L Left-Direction Large Arrow
- W1-7 Two-Direction Large Arrow
- W3-4 Be Prepared To Stop
- W6-3 Two-Way Traffic
- R11-2 Road Closed
- R11-4 Road Closed To Two Traffic
- R2-1 No Right Turn
- R2-2 No Left Turn
- R4-7A Keep Right
- R2-7R Right Lane Must Turn Right
- R4-7L Left Lane Must Turn Left
- M4-10R Detour With Right Arrow
- M4-10L Detour With Left Arrow
- C30 Lane Closed
- C30A Flag Man Ahead

ITC BARICADES, INC.

714-892-5858

TRAFFIC CIRCULATION PLAN

CA LIC 802571



TG 796 / G-2

EL DORADO PARK TWO-WAY TRAFFIC PLAN

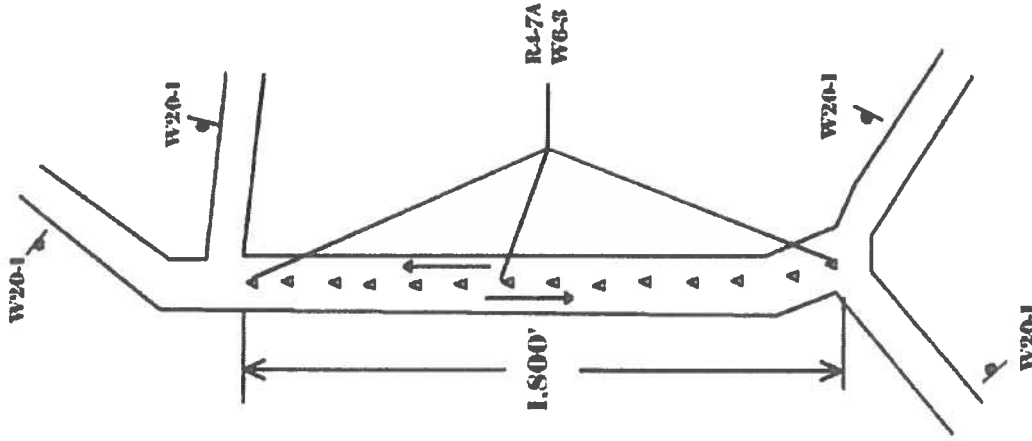
Notes:

1. Per City of Long Beach Special Events Permit this closure will be in effect on **SATURDAY 4/30/16** the hours of **6AM TO 10AM**

DATE:	4/25/16	TIME:	8:30AM
TO: PERMITS	FROM:	PERMIT#	PERMIT OFFICE
COORDINATOR:	PERMIT OFFICE	EVENT COMPANY:	Tacos&Beer5k & Festival
EVENT MANAGER:	CARLOS GASPAR	PHONE #	562-896-0243

MUTCD CODE

H	Barricade
Δ	Cone
Y	Police Officer / Sheriff / Highway Patrol
■	Work Area
⚡	Flashing Arrow Sign
W20-1	Road Work Ahead
W20-3	Road Closed Ahead
W20-2	Detour Ahead
W20-5R	Right Lane Closed Ahead
W20-5L	Left Lane Closed Ahead
W20-3R	Ramp Closed Ahead
W1-6R	Right-Direction Large Arrow
W1-6L	Left-Direction Large Arrow
W2-4	Be Prepared To Stop
W6-3	Two-Way Traffic
R11-2	Road Closed
R11-4	Road Closed To Thru Traffic
R2-1	No Right Turn
R2-2	No Left Turn
R4-7A	Keep Right
R2-7R	Right Lane Must Turn Right
R2-7L	Left Lane Must Turn Left
M4-10R	Detour With Right Arrow
M4-10L	Detour With Left Arrow
M4-10S	Detour With Straight Arrow
C30	Lane Closed
C9A	Flag Men Ahead



TG: 796 / G-2

I/T/C BARICADES, INC.
714-892-5858
TRAFFIC CIRCULATION PLAN

CA LIC 802571

Split the lane with cones for two way traffic
The stretch is 3/10 of a mile

605 FWY

Close both left turn pockets
On Spring Street by park entrances

SPRING STREET

Google earth