

February 20, 2020

MEMBERS OF THE PARKS AND RECREATION COMMISSION

City of Long Beach
California

RECOMMENDATION:

Support the proposed activity and allow the Office of Special Events and Filming to execute Special Event Application #20-10510, with Tersit Asrat, dba a non-profit organizer of the Hosanna Broadcasting Foundation (Hosanna) 5K Walk, in El Dorado East Regional Park Area II and the festival taking place in El Dorado East Regional Park Area III. (District 5)

Or

Determine the proposed activity does not provide a sufficient overall public benefit and instruct the Office of Special Events and Filming to deny Special Event Application #20-10510, with Tersit Asrat, dba a non-profit organizer of the Hosanna Broadcasting Foundation (Hosanna) 5K Walk, in El Dorado East Regional Park Area II and the festival taking place in El Dorado East Regional Park Area III. (District 5)

DISCUSSION

El Dorado Regional Park, Area III, is one of the most utilized facilities in the Department of Parks, Recreation and Marine (Department), providing the opportunity for passive activities, certain for-fee activities such as bike and boat rentals, picnic services, and occasional special events that are open to the public. In accordance with Long Beach Municipal Code Section 5.60, special events that require the coordination of multiple Departments within the City of Long Beach (City) such as Police, Fire, Public Works or Health and Human Services, are facilitated through the Office of Special Events and Filming (SEF) in order to provide coordination of City services to provide seamless operation and oversight of a particular special event.

"Walk for Life" is a one-day event that consists of a 5K walk with a festival proposed to be held on Saturday March 28, 2020 from 7 a.m. until 4 p.m. The goal is to attract one thousand participants to walk. Hosanna also plans to host a festival at the finishing area to celebrate those who partnered to raise funds. The festival area will consist of a stage for musicians and vendor booths for food, arts & crafts. Hosanna believes this event will bring a cross-cultural humanitarian experience for those who reside in Long Beach. A part of the vendor area will be designated to feature African cultural products and food. It is also our desire to have Asian, Hispanic and other cultures take advantage of this opportunity to come and display their

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culture and products. The entertainment lineup will also include African and other cultural music. Hosanna anticipates over a thousand participants to come through and be a part of this landmark event. Hosanna also plans to solicit sponsors to help pay for some of the cost of the event.

The Parks & Recreation Commission previously approved Special Events and Filming application #20-10510, for this event to be held on Saturday, October 5, 2019 (attachment 1) at their meeting held on July 16, 2019. On October 1, 2019, Hosanna informed the Office of Special Events and Filming they were unable to conduct the event on October 5, 2019. At that time, they requested to reschedule the event to March 28, 2020.

As the Parks and Recreation Commission (Commission) has exclusive authority over leisure activities of a recreational nature in City parks, the Department and SEF have implemented a new process to seek approval or denial of applications for special events in City parks or other areas operated by the Department.

If the event is approved by the Commission, the Permit would include the following key points:

- Dates: Set up and the actual event will occur on Saturday March 28, 2020 from 7 a.m. until 5 p.m. No activity will be allowed in the park prior to 7:00 a.m.
- Location and time: The footprint of the Hosanna Run will be throughout Area II and is shown specifically on Attachment C. The festival will take place in El Dorado East Regional Park Area III, Golden Grove. Set up may begin no earlier than 7:00 a.m. All of the activities will take place between 7:00 a.m. and 5:00 p.m., with the actual race occurring between 9:00 and 11:00 a.m.
- Admission Fees: No admission fees will be collected for spectators of the event.
- Participant Fees: Hosanna will charge a participant fee of \$25 per walker.
- Vehicle Entry: The Department will receive \$7 for every vehicle that does not possess an Annual Entry Pass.
- Fees: Hosanna will be responsible to pay all applicable fees on the SEF Schedule of Fees and Charges for SEF, Police, Fire, Health, etc. Hosanna will also pay the Commission-approved \$63 Race Permit Fee, Golden Grove site reservation fees including \$595 Saturday Event Fee, and a deposit of \$333, as well as being required to reimburse the Department for any staff fees incurred by the Department or SEF.



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- Vendors: Vendor booths will be sold for varying prices based on profit vs. non-profit status, size of company and the need for a 10' x 10' canopy. All proceeds will go to Hosanna. Each vendor will pay all City fees related to business licenses or food sales.
- Amplified Sound: Announcements and taped music will occur over a public-address system. There will be musicians and one Disc Jockey; all music will be played at or below levels determined by SEF.
- Trash: Hosanna will provide trash and recycling containers and pick up of trash after the event. The City will have no costs associated with the event outside of the normal costs of operating the park.
- Insurance: Hosanna shall purchase and maintain all applicable insurance and endorsements, as required and approved by the City's Risk Manager.

FISCAL IMPACT

If the event is approved as proposed, the Department will receive \$658 in rental fees, a \$333 deposit, and an as-yet-to-be-determined amount of staff reimbursement charges, which will all accrue to the General Fund (GP) in the Department of Parks, Recreation and Marine (PR).

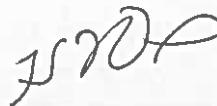
SUGGESTED ACTION:

Approve one of the recommended actions.

Respectfully Submitted,



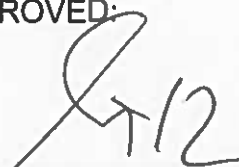
GLADYS KAISER
MANAGER
COMMUNITY RECREATION SERVICES
BUREAU



HURLEY OWENS
MANAGER
MAINTENANCE OPERATIONS
BUREAU



APPROVED:

A handwritten signature in black ink, appearing to be 'S. Scott', written over a horizontal line.

STEPHEN P. SCOTT
INTERIM DIRECTOR

SS:GK:HO:vhd

Attachment A – Proposal Letter
Attachment B – Event Application
Attachment C – Event Site Plan



ATTACHMENT A



Hosanna Broadcasting Foundation

January 25, 2019

Mr. Jay Lopez
Special Events & Filming
City Managers Office
211 E. Ocean Blvd. Suite 410
Long Beach, CA 90802

Via Email: Jay.Lopez@longbeach.gov

Dear Jay:

It was a pleasure to speak with you earlier. Below you will find a proposal outlining our upcoming 5K Walk-A-Thon planned to take place on October 5, 2019. Per our conversation, I have outlined the pertinent information you requested regarding this life-changing event.

Who We are:

"Walk for Life" will be produced and hosted by Hosanna Broadcasting Foundation (Hosanna)— a California nonprofit 501(c)3 organization. Hosanna was established in 2002 to conduct humanitarian services in our community and internationally. Hosanna, in association with Program for Tortured Victims, has previously been involved by providing job readiness and assimilation programs for the immigrant communities in Los Angeles. The organization has provided the necessary service to help immigrants understand the culture and prepare them to enter the workforce. The organization's biggest project was established in Addis Ababa, Ethiopia, to care for orphaned and homeless girls. Hosanna House opened its doors in 2004 and took in twelve homeless girls. Hosanna House later added eight more girls, making the number of beneficiaries twenty. Hosanna House is managed by the parent company, Hosanna Broadcasting Foundation in Long Beach. Hosanna provides the funds to pay for their room, shelter, food, clothing, school supplies, employee salaries and more. Our success story is reflected by the seven girls who have graduated from college with a BA degree and are leading successful lives. At present, we have six more girls attending various universities in Ethiopia and seven more are in high school. In addition, Hosanna hosts an annual medical mission to Ethiopia to care for those who are disenfranchised by providing food, clothing, medical attention and lots of love.

The Problem:

Moving forward, Hosanna is planning to expand its program and take in additional orphaned girls, as well as, assist sex trafficked young girls. While on our mission trip, our team witnessed

a horrible situation of young girls being used for prostitution. Girls, either abducted or coerced, are being brought from the rural parts of Ethiopia into the city. They are organized for prostitution in an area called Cherkos. They are immediately introduced to drugs so that they can stay up all night to perform this horrendous act against their body. They are prisoners to those who organize this activity. Some of these girls are also smuggled to neighboring countries such as Saudi Arabia, Qatar, Kuwait, Jordan, Dubai, and South Africa. The government of Ethiopia and other social organizations have done very little to find a solution to this problem. These girls are abused mentally, emotionally and physically. Although the number of these victims is not clearly identified, there are tens of thousands of innocent girls ages 12 and above that are being abducted and enslaved for sexual use or domestic labor.

The Solution:

The founder and board members of Hosanna Broadcasting Foundation believe this is important to our mission and we want to be a part of the solution to free these girls. We want to be the voice for the most vulnerable by providing a safe environment. We are committed to providing housing, education, skills training and job placement. We hope to do this so that they can care for themselves while becoming contributing citizens of their community. In order to accomplish this vision, we need to raise funds. The funds raised at the 5k walk-a-thon will help us purchase land and build a facility that will accommodate a training area and living quarters for the sex trafficked victims. We will also use a portion of the land purchased to start a small-scale farm that will produce income to offset the monthly cost of running the program.

The Event:

"Walk for Life" is a one-day event that consists of a 5k walk with a festival. We plan to host this event on a Saturday October 5, 2019 from 7 a.m. until 4 p.m. Our goal is to attract one thousand persons to walk. We also plan to host a festival at the finishing area to celebrate those who partnered with us to raise funds for our project in Ethiopia. The festival area will consist of a stage for musicians and vendor booths for food, arts & crafts. We believe this event will bring a cross-cultural humanitarian experience for those who reside in Long Beach. A part of the vendor area will be designated to feature African cultural products and food. It is also our desire to have Asian, Hispanic and other cultures take advantage of this opportunity to come and display their culture and products. The entertainment lineup will also include African and other cultural music. We anticipate over a thousand patrons to come through and be a part of this landmark event. We also plan to solicit sponsors to help pay for some of the cost of the event.

I thank you in advance for all you are doing to assist me in this matter. I look forward to speaking with you soon. I hope we can meet in person and to identify a designated area for our event. I truly believe that this event will be a great benefit to the residents of Long Beach, as well as, the people of Ethiopia. In the meantime, if you have any questions or concerns, please contact me at 562-208-5303.

Best regards,

Tersit Asrat



ATTACHMENT B

LONG BEACH
SPECIAL EVENTS
and FILMING211 E. Ocean Blvd.
Suite 410
Long Beach, CA 90802
PH: (562) 570-5333
FAX: (562) 570-5335

Special Event Application

#20-1051.0

General Event Information

Event Name:	Walk for Life		
Event Dates:	10-5-19	Event Daily Operating Hours:	6 AM - 5 pm
Event Set Up Date:	10-5-19	Event Setup Time:	6 AM
Event Move Out Date:	10-5-19	Event Move Out Time:	5 pm
Event Location:	El Dorado Park		

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

Event Organizer

Name:	Tersit Asrat		Organization:	Hosanna Broadcasting Foundation	
Street Address:	3711 Long Beach Blvd., Suite 5044,				
City:	Long Beach	State:	CA	Zip Code:	90807
Office Phone #:	562-247-0409	Cell Phone #:	562-208-5303	Fax Phone #:	562-449-2611
Email:	tersitasrat@yahoo.com				

Event Co-Organizer or Professional Event Planner

Name:	Yolana Young		Organization:	Hosanna Broadcasting Foundation	
Street Address:	3711 Long Beach Blvd.		Email:		
City:	Long Beach	State:	CA	Zip Code:	90807
Office Phone #:	562-247-0409	Cell Phone #:		Fax Phone #:	562-449-2611

Event Representation for Public Information/Media Contact

Name:	Tersit Asrat			
Primary Phone #:	562-208-5303	Secondary Phone #:	562-247-0409	
Email:	tersitasrat@yahoo.com		Event Website:	

Event Organizer Tax Status

<input type="radio"/> For Profit Organizer	<input checked="" type="radio"/> Non-Profit Organizer with EIR Number, (please attach IRS forms)		
Non-Profit Name:	Hosanna Broadcasting Foundation		
Street Address:	3711 Long Beach Blvd.		
City:	Long Beach	State:	CA
Zip Code:	90807		
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.

Please see attached Discription

Event Attendance Information

Total Attendance per Day	1,000	Total Participants @ Event		Total Staff/Volunteers @ Event	
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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 checked="" type="checkbox"/>	Art Exhibit/Display	<input type="checkbox"/>	Parade	<input type="checkbox"/>	Farmer/Craft Market
<input checked="" type="checkbox"/>	Concert/Performance	<input checked="" 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:	700	Total Vendor/VIP Parking Demand:	150
Guest Parking Locations:			
Vendor/Staff/VIP Parking Locations:			

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...

We plan to have volunteer in areas of medical, policing, cleaning, ushering, serving and providing water at water stations for the walkers.

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.

We will have professional nurses who will be on site to care for those who need assistance.

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?

- ☐ Yes, only to the participants in this event
- ☒ Yes, to the general public. You must identify the concessions areas on your site map. A list of the approved vendors is required.
- ☐ 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?

- ☐ No merchandise or services concessions are included in this event
- ☒ 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?

- ☒ No animals will be housed on site and no animals will be participating in this program
- ☐ 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.

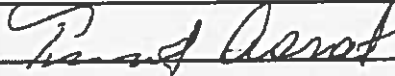
Statement of Affidavit

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 reduce any consideration paid to the City pursuant to this use permit. I agree to abide by these rules, and further certify that I, on behalf of the Host Organization, 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

Application #20-10510

Donte Colbert

From: Donte Colbert
Sent: Tuesday, October 1, 2019 12:26 PM
To: Brittany Howe
Cc: Meaghan O'Neill
Subject: RE: Walk for Life 5k

Brittany,

Tersit would like to secure March, 28, 2020 for her event.

I am having her submit the letter for Rec Commission again.

Please let me know if you need any additional information from me.

Best,

Donte Colbert
Special Events & Filming
City Managers Office
211 E. Ocean Blvd. Suite 410
Long Beach, CA 90802
P:562.570.5333 F:562.570.5335
Donte.Colbert@longbeach.gov

From: Brittany Howe
Sent: Tuesday, October 1, 2019 12:08 PM
To: Donte Colbert <Donte.Colbert@longbeach.gov>
Cc: Meaghan O'Neill <Meaghan.ONeill@longbeach.gov>
Subject: RE: Walk for Life 5k

Thanks, Donte.

Sad news. You can let her know that Saturdays in March are open thus far. I hope we can continue to assist her in the future.

Kindly,

Britt Howe
Clerk Typist I
Pronouns: She, her, hers

Department of Parks, Recreation and Marine
7550 East Spring Street, Long Beach, CA 90815
Office: 562-750-1750 | Main: 562-750-1745

CITY OF
LONG BEACH

From: Donte Colbert
Sent: Tuesday, October 01, 2019 9:13 AM
To: Brittany Howe <Brittany.Howe@longbeach.gov>
Cc: Jay Lopez <Jay.Lopez@longbeach.gov>; Meaghan O'Neill <Meaghan.ONeill@longbeach.gov>
Subject: RE: Walk for Life 5k

Good Morning Brittany,

Our office initially charges an application fee for every event which fluctuates depending on the "tier" of the event (range from \$102-\$410).

Due to a series of unforeseen circumstances she had to move her date and travel back home to bury her sister.

Please let me know what March dates you have available.

Best,

Donte Colbert
Special Events & Filming
City Managers Office
211 E. Ocean Blvd. Suite 410
Long Beach, CA 90802
P:562.570.5333 F:562.570.5335
Donte.Colbert@longbeach.gov

From: Brittany Howe
Sent: Tuesday, October 1, 2019 9:08 AM
To: Donte Colbert <Donte.Colbert@longbeach.gov>
Cc: Jay Lopez <Jay.Lopez@longbeach.gov>; Meaghan O'Neill <Meaghan.ONeill@longbeach.gov>
Subject: RE: Walk for Life 5k

Hi Donte,

Thanks for the heads up. Did Tersit get all her fees waived at Commission? I can look in March for available dates. What are your office fees for changes and last minute cancellations – just wondering...

Britt Howe
Clerk Typist I
Pronouns: She, her, hers

Department of Parks, Recreation and Marine
7550 East Spring Street, Long Beach, CA 90815
Office: 562-750-1750 | Main: 562-750-1745

CITY OF
LONG BEACH

From: Donte Colbert
Sent: Monday, September 30, 2019 9:32 AM
To: Brittany Howe <Brittany.Howe@longbeach.gov>
Cc: Jay Lopez <Jay.Lopez@longbeach.gov>; Meaghan O'Neill <Meaghan.ONeill@longbeach.gov>
Subject: RE: Walk for Life 5k

Good Morning All,

I recently spoke with Tersit and she wants to reschedule her event for the end of March or beginning of April in 2020.

Do you guys have any available dates? If so, is she required to submit another letter to the Rec commission?

Please advise.

Best,

Donte Colbert
Special Events & Filming
City Managers Office
211 E. Ocean Blvd. Suite 410
Long Beach, CA 90802
P:562.570.5333 F:562.570.5335
Donte.Colbert@longbeach.gov

From: Brittany Howe
Sent: Monday, September 23, 2019 11:09 AM
To: Donte Colbert <Donte.Colbert@longbeach.gov>
Cc: Jay Lopez <Jay.Lopez@longbeach.gov>; Meaghan O'Neill <Meaghan.ONeill@longbeach.gov>
Subject: RE: Walk for Life 5k

Donte,

Ok – Meg is following up on gate staffing. No she hasn't reached out about parking. Do you mean vehicle billing?

Britt Howe
Clerk Typist I
Pronouns: She, her, hers

Department of Parks, Recreation and Marine
7550 East Spring Street, Long Beach, CA 90815
Office: 562-750-1750 | Main: 562-750-1745

CITY OF
LONG BEACH

From: Donte Colbert
Sent: Monday, September 23, 2019 10:39 AM
To: Brittany Howe <Brittany.Howe@longbeach.gov>
Cc: Jay Lopez <Jay.Lopez@longbeach.gov>; Meaghan O'Neill <Meaghan.ONeill@longbeach.gov>
Subject: RE: Walk for Life 5k

Brittany,

She has reached out to confirm parking correct?

Donte Colbert
Special Events & Filming
City Managers Office
211 E. Ocean Blvd. Suite 410

[illegible]

PLEASE NOTE
The Speed Limit in the
entire park is 15 MPH.