

September 21, 2023

MEMBERS OF THE PARKS AND RECREATION COMMISSION
City of Long Beach
California

RECOMMENDATION:

Approve Special Event Permit Application #24-031 from Low Tide Events, a community organization, for the operation of the Long Beach Good Habits Festival, including the consumption and sale of alcohol, in Recreation Park, including the bandshell, on October 28, 2023, with parameters determined by the Office of Special Events and Filming and the Department of Parks, Recreation and Marine. (District 3)

Or

Determine the activity as proposed does not provide sufficient public benefit and deny Special Event Permit Application #24-031 from Low Tide Events, for the operation of the Long Beach Good Habits Festival, in Recreation Park. (District 3)

DISCUSSION

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), including Police, Fire, Public Works, Parks, Recreation and Marine, and Health and Human Services, are facilitated through the City Manager's Office of Special Events and Filming (SEF) to provide coordination, seamless operation, and oversight of a particular special event.

Low Tide Events submitted a SEF application (Attachment A – Application) to sponsor the Long Beach Good Habits Festival (Festival). This is a multigenerational festival that will include art installations, music, entertainment, wellness workshops, immersive activities, local vendors, a kid's corner, and an adult zone with a beer garden. The day will provide attendees with opportunities to learn and experience different things while having fun. The festival and activities are free and open to the public. Estimated attendance is expected to be 1,500 participants, with a total staff of 20 and 12 music and dance groups.

The Festival will be held at Recreation Park (Attachment B – Site Map). The operating hours will be between 1:00 p.m. and 8:00 p.m., with set up starting at 5:00 a.m. and move out completed by 11:59 p.m.

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

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

- Date, location and time: The footprint of the event will be within Recreation Park, 4900 East 7th Street, Long Beach, CA, 90804. The event will take place on Saturday, October 28, 2023, from 1:00 p.m. to 8:00 p.m. Setup will begin at 5:00 a.m., and move out will be completed by 11:59 p.m.
- Parking: Guests, vendors and staff will use the parking at Recreation Park, Blair Field and around Wilson High School.
- Admission: There is no admission fee, and the event is open to the public. Vendors, however, will pay a fee to participate in the event.
- Fees: In addition to any fees charged by SEF, Low Tide Events will be charged for any staff time incurred by the Department, at a rate of \$30 per hour, per staff person, and any applicable permit fees. All Department fees listed have been approved by the Commission.
- Music: Live and amplified music with a DJ will be performing on stage. All local noise ordinances will be followed.
- Trash: Per the terms and conditions of the Special Event and Filming permit, the organizer will properly dispose of waste and garbage throughout the event. The event area shall be returned to a clean condition immediately following the event.
- Insurance: Low Tide Events shall purchase and maintain all applicable insurance and endorsements, as required and approved by the City's Risk Manager.
- Damage and Security Plan: Security has been provided for this event (Attachment C – Security Plan). The Department will have until October 31, 2023, to identify any damage to the site. The cost of make needed repairs will be paid for by Low Tide Events.
- Laws and Other Permits: Low Tide Events shall apply, pay for, and follow all applicable local, regional, state and federal laws, codes, regulations, requirements, and health orders.

LEVINE ACT

This item is subject to the Levine Act. The Mayor, Councilmembers, and Commissioners who have received a contribution of more than \$250 within 12 months prior from a party, participant, or their representatives involved in this proceeding may do either of the following: (1) disclose the contribution on the record and recuse themselves from this proceeding; OR (2) return the portion of the contribution that exceeds \$250 within 30 days from the time the elected official knew or should have known about the contribution and participate in the proceeding.

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All parties, participants, and their representatives must disclose on the record of this proceeding any contribution of more than \$250 made to the Mayor or any Councilmembers within 12 months prior to the date of the proceeding. The Mayor, Councilmembers, and Commissioners are prohibited from accepting, soliciting, or directing a contribution of more than \$250 from a party, participant, or their representatives during a proceeding and for 12 months following the date a final decision is rendered.

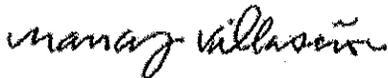
FISCAL IMPACT

If the proposed event is approved as proposed, the Department will receive staff reimbursement charges. The amount is yet-to-be-determined and 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,



NANCY VILLASEÑOR
MANAGER
PARK PLANNING & PARTNERSHIPS



GLADYS KAISER
MANAGER
COMMUNITY RECREATION SERVICES

APPROVED:



BRENT DENNIS
DIRECTOR

BD:SS:NV:SB:GK:ah
Attachment A – Application
Attachment B – Site map
Attachment C – Security Plan
Attachment D – Levine Act Disclosure Form

From: noreply@longbeach.gov
Sent: Monday, June 12, 2023 2:56 PM
To: Event Permits
Subject: Special Events Permit

Event Name : Long Beach Good Habits Festival
Event Dates : Saturday, ~~November 4, 2023~~ October 28, 2023
Event Daily Operating Hours : 1 pm - 8 pm
Event Set Up Date : 2023-~~11-04~~ 10-28
Event Set Up Time : 5 am
Event Move Out Date : 2023-~~11-04~~ 10-28
Event Move Out Time : 11:59 pm
Event Location : Recreation Park, 4900 E 7th St, Long Beach, CA 90804
Event Organizer :
Name : Cynthia Moroz
Organization : Low Tide Events
Street Address : 3350 Falcon Ave
City : Signal Hill
State : CA
Zip Code : 90755
Office Phone # : 562-506-6936
Cell Phone # : 562-506-6936
Fax Phone # :
Email : Lowtideevents@gmail.com
Event Co-Organizer or Professional Event Planner :
Name : Igor Moroz
Organization :
Street Address :
City :
State :
Zip Code :
Office Phone # :
Cell Phone # : 562-618-3310
Fax Phone # :
Event Representation for Public Information/Media Contact :
Name : Megan Ignacio
Primary Phone # : 310-729-0542
Secondary Phone # :
E-mail : nomivisuals@gmail.com
Event Website : www.lowtideevents.com
Event Organizer Tax Status :
For Profit Organizer : For Profit Organizer
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. : This multigenerational festival will include artists with art installations for the community to participate in, music, entertainment, wellness workshops, immersive activities local vendors, a kid's corner, adult zone with a beer garden, games and more. The programming will provide attendees with opportunities for things to get involved in while having fun.

Event Attendance Information :

Total Attendance per Day : 500

Total Participants @ Event : 130

Total Staff/Volunteers @ Event: : 40

Event Admissions Information :

Will fees for admission, entry, vendor or visitor participation be required? : Yes

If yes, you must upload 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

Event Activity and Program Schedule Information :

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

Exhibit/Display, Concert/Performance, Alcohol Service and/or Sampling, Festival/Celebration, Information/Exhibits

Please reply to the confirmation email and attach activity and program plan do :

Event Specialized Program Information :

Event Route Information :

Is this event a Parade, Run, Walk, Bike Tour, etc? : No

Event Site Plan Information :

Total Guest Parking Demand : 500

Total Vendor/VIP Parking Demand : 70

Guest Parking Locations: : Wilson High School, Recreation Parking Lot, Stadium Parking Lot

Vendor/Staff/VIP Parking Locations : Recreation Parking Lot

Event Traffic Management Information :

Event Site Services Information :

The Event Organizer must maintain a safe : To provide custodial services, comfort stations, refuse collections, and recycling services during an event, you need to determine the event's requirements by assessing the number of attendees, duration, and venue size. Develop a detailed cleaning schedule that covers all areas of the event venue, assigning specific responsibilities to custodial staff. Ensure adequate staffing during peak hours. Set up comfort stations with portable toilets, handwashing stations, and baby-changing facilities. Strategically place waste collection points with labeled containers for different types of waste. Coordinate with local recycling service providers and assign staff to monitor recycling stations. Arrange regular waste removal services. Establish an emergency response team equipped with cleaning supplies. Conduct inspections and gather feedback for continuous improvement. Promote sustainability by encouraging waste reduction and using eco-friendly products. Explore partnerships for additional sustainability initiatives. By following this plan, you can maintain cleanliness, hygiene, and responsible waste management during the event.

Event First Aid, Medical Services and Emergency Management Plans :

Event First Aid, Medical Services and Emergency Management Plans : To provide effective First Aid, Medical Services, and Emergency Management during an event, it is important to assess the event requirements, recruit and train First Aid providers, establish a dedicated medical services team, designate an Emergency Management team, set up medical stations and facilities, develop communication and emergency protocols, conduct risk assessments and implement preventive measures, continuously monitor and evaluate the plan, collaborate with external services, and conduct post-event debriefing and documentation. By following this plan, the event can ensure a coordinated and comprehensive approach to handling medical emergencies, prioritizing the safety and well-being of all attendees.

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

Alcohol Control and Management Plans :

Alcohol Control and Management Plans : Yes alcoholic beverages will be sold sampled or consumed at this event

Concessions Management Plans : Yes to the general public. You must identify the concessions areas on your site map. A list of the approved vendors is required.

Merchandise Concessions :

Merchandise Concessions : 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.

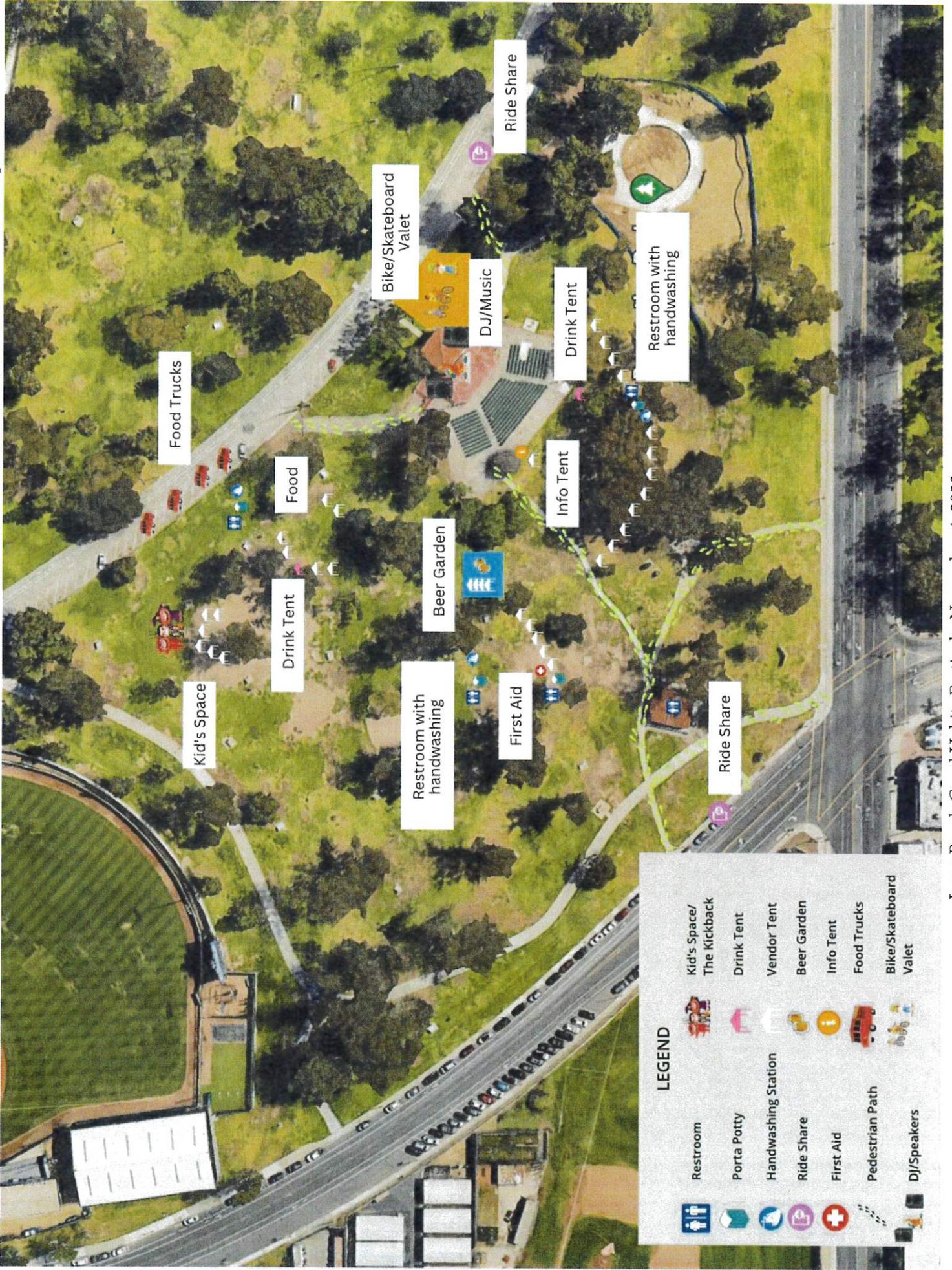
Live Animal Plans : No animals will be housed on site and no animals will be participating in this program

Insurance Requirements :

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. : 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 : Cynthia Moroz

Event Co-Organizer Signature : Igor Moroz





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.

Form must be completed and signed by contracted Security Company.

Scope of Event

Event Name: Long Beach Good Habits

Event Organizer: Cynthia Moroz Phone: 562-506-6936

Event Date(s): October 28, 2023

Hours of Operation: 1 pm - 8 pm Expected Attendance: 500

Type of Event: Festival Concert Parade Car Show Other _____

Number of Stages: 1 List Entertainment Schedule i.e., All Bands, DJ's, Music Genre, Times:

Official opening ceremony, welcoming attendees to the festival.

Art installations open for community participation.

Guided art workshops and demonstrations begin in tents.

1:00 pm - 8:00 pm — Music and Entertainment:

DJ performance on the main stage.

Throughout the day:

Recreational activities and games available for attendees of all ages.

Ongoing art installations and community participation opportunities.

Local musicians and performers entertain at smaller stages or designated performance areas.

Food stalls and refreshments available throughout the festival area.

Primary Event Security

Name of Security Company: C.S.I. Patrol Service, Inc. CA PPO License #: 14133

Company Phone: 562-981-8988 On Site Contact: Jason Richard Phone: 562-981-8988

Number of Armed/Unarmed Security Personnel Assigned Each Day:

Unarmed 2 Armed X

**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.*

N/A No after-hours

Program Schedule for a Free Multigenerational Festival (1 pm - 8 pm):

1:00 pm - Festival Opening and Art Installations:

Official opening ceremony, welcoming attendees to the festival.

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 2

Security Uniforms

Shirt Color: black Pant Color: black

Describe How Personnel are Identified as Security:

Yellow safety vests

Event Ticketing/Re-Entry

How is the Event Marketed: Social Media Internet Radio TV Flyers Other _____

Ticket Price(s): Free Method of Purchase: Pre-Sale Gate/Door

Max. Ticket Sales: 1000 Re-Entry: Yes No If Marked Yes, Please Explain Re-Entry Policy:

List Prohibited Items:

List of Prohibited Items for the Festival:

Outside Alcohol: Attendees are prohibited from bringing their own alcoholic beverages into the festival grounds. Only alcoholic beverages purchased from authorized vendors within the festival are allowed.

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

Entry Area for the Festival:

The entry area of the festival serves as the main access point for attendees to enter the event grounds. It is a designated space where security measures are implemented to ensure the safety and security of all individuals attending the festival. The entry area typically includes one or more entrance points, where attendees are required to go through search and screening procedures before gaining entry.

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.

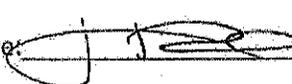
Free Roaming Alcohol: Yes No

Beer Garden: Yes No

Number of Security Staff Assigned to Compliance Team: 2

Additional Notes

Name of Security Representative (Print): Jason Richard Date: 6/27/23

Signature of Security Representative: 



LEVINE ACT DISCLOSURE STATEMENT

California Government Code Section 84308, commonly referred to as the "Levine Act," prohibits any Long Beach City Councilmember, the Mayor, and Commissioner ("City Officer") from participating in any action related to a proceeding if they receive any political contributions totaling more than \$250 within the previous twelve months, while a proceeding is pending, and for 12 months following the date a final decision in a proceeding concerning a license, permit, entitlement, franchise or, contract (collectively "license, permit, or contract") has been made, from the person or company awarded the said license or contract. The Levine Act also requires a City Officer that has received such a contribution to disclose the contribution on the record of the proceeding.

City Officers are listed at the following sites:

- The Mayor and Councilmembers - <https://www.longbeach.gov/officials/>
- Harbor Commissioners - <https://polb.com/commission>
- Water Commissioners - <https://lbwater.org/about-us/current-water-commissioners/>
- Planning Commissioners - <https://www.longbeach.gov/mayor/action/commissions/>
- Parks and Recreation Commissioners - <https://www.longbeach.gov/mayor/action/commissions/>
- Board of Examiners, Appeals, and Condemnation - <https://www.longbeach.gov/mayor/action/commissions/>
- Cultural Heritage Commission - <https://www.longbeach.gov/mayor/action/commissions/>
- Long Beach Community Investment Company - <https://www.longbeach.gov/lbds/hn/lbcic/>

Proposers are responsible for accessing these links to review the names prior to answering the following questions.

1. Have you or your company, or any agent on behalf of you or your company, made any political contributions of more than \$250 to any City Officer in the 12 months preceding the date of the submission of your proposals or the anticipated date of any City Council, Board, or Commission action related to this license, permit, or contract?

YES NO

If yes, please identify the City Officer(s):

