

South Bay Cities Council of Governments

November 3, 2025

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

SUBJECT: 2026 General Assembly – Venue Selection

BACKGROUND

South Bay Cities Council of Governments (SBCCOG) staff has explored several locations to host the 2026 General Assembly. As the program this year is *"Let the Games Begin: How Sports and Entertainment are Shaping the South Bay"*, staff explored venues that support the theme. Staff developed a list of potential options for the Board of Directors to consider that could meet the needs of the event: ability to seat between 350-400 people; audio visual; and room for exhibits.

ANALYSIS

The following provides details for each venue (excluding the Carson Community Center):

WESTDRIFT HOTEL, MANHATTAN BEACH

This location has a large and elegant ballroom with ample room for attendees and could closely match the general layout of prior General Assemblies held at the Carson Community Center. Overlooking a golf course, the Westdrift is also a team hotel for several professional sports teams. There may be parking fees associated with this location for attendees, however the SBCCOG would look for additional sponsors that may allow parking costs to be reduced or eliminated. SBCCOG staff could access the space the afternoon before the event for setup.

NOTE: After negotiations, Westdrift waived the room rental fees on both ballrooms and exhibit spaces throughout the venue which amounts to approximately \$40,000 reduction in their cost.

COSM, INGLEWOOD

Beautiful facility, very visual, attendees would be spread in various locations throughout the venue – theater, presentation area (two floors), and small number of exhibits. Offers a live immersive experience to each guest. This location would require a significant rethinking of the program and layout as not all guests would be able to view the speaker from a stage. Due to other programming, SBCCOG staff would not have access to the space before the day of the event.

DOUBLETREE HILTON HOTEL, SAN PEDRO

Located near the Cabrillo Marina, Cabrillo Yacht Club, Los Angeles Yacht Club the DoubleTree offers marina views to guests. There is a large room on the first floor that can serve as an exhibit hall and location for continental breakfast. The upstairs ballroom can seat approximately 330 guests which may pose an issue as staff normally plans for 350-400 guests, although not all guests arrive at the same time and stay throughout the whole event. Parking is free.

ALTA SEA, SAN PEDRO

AltaSea is a unique public-private ocean institute that joins together the best and brightest in exploration, science, business and education in a facility that is in a warehouse. Also on the LA

waterfront, this venue could accommodate the anticipated number of attendees. Catering estimates were developed using local restaurants from San Pedro. Other catering options are available. SBCCOG staff could access the space the afternoon before the event for setup.

NOTE: Must choose from a list of their preferred caterers and contract all AV needs.

CRAFTED, SAN PEDRO

A 1940s-era wooden warehouse venue in San Pedro, located on the Los Angeles waterfront, Crafted offers a versatile indoor space that accommodates up to 600 guests. This location is essentially a blank slate that would allow the SBCCOG to divide up the space to create an exhibit hall and also accommodate a stage and seating for the program. In this setup, it would be important to close down the exhibit hall when the program begins to minimize noise from the exhibit hall. This location does not have A/C or heating in the space and additional arrangements would be required if either should be needed. The parking lot at this location is prone to flooding in the event of wet weather. SBCCOG staff could access the space the afternoon before the event for setup.

NOTE: Must choose from a list of their preferred caterers and contract all AV needs.

Cost Estimates

The following chart summarizes estimated costs from each venue. It's important to note that food & beverage as well as fees/taxes were based on an estimated headcount of 350 people and will change depending on the final headcount provided before the event.

Venue, Location	Cost for facility	Cost for AV	Cost for Food & Beverage Estimate	Estimated Fees/Taxes	Estimated Total	Note
Civic Center, Carson	\$14,177 (historically waived)	\$12,470	\$20,650	\$8,673 or \$3,097 (with production fee waived by city)	\$55,970 (full price) \$36,217 (with waivers)	Estimated – new estimate not received from the city
Westdrift, Manhattan Beach	\$40,000 (Waived)	\$12,176	\$36,750	\$13,322	\$102,248 (full price) \$62,248 (with waivers)	Possible parking fees
Cosm, Inglewood	\$45,600	\$10,000	\$53,440	\$17,296	\$126,336	Parking fees
Double Tree, San Pedro	\$3,000	\$13,000+/-	\$15,800	\$6,579	\$38,379	Estimated AV; Free parking on site
Alta Sea, San Pedro	\$37,200	\$13,000+/-	\$43,700	\$4,370	\$98,270	Estimated AV; No fees/taxes were specified, however, an est. 10% tax on food/beverage was added by staff
Crafted, San Pedro	\$15,371	\$4,835	\$43,700	\$5,630	\$69,536	A service fee was included. An est. 10% tax on food/beverage was added by staff
Intuit, Inglewood	October Steering Committee Meeting eliminated this venue					