

APPROVED

JUN 05 2019

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

NO. 19-104

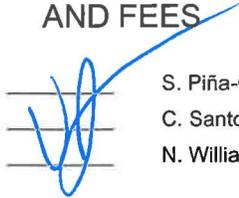
DATE June 5, 2019

CD. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PROPOSED CHANGES TO VARIOUS SECTIONS OF THE DEPARTMENT OF RECREATION AND PARKS' SCHEDULE OF RATES AND FEES

AP Diaz



S. Piña-Cortez _____

H. Fujita

C. Santo Domingo _____

*V. Israel

N. Williams _____


General Manager

Approved X Disapproved _____
With Amendment

Withdrawn _____

RECOMMENDATIONS:

1. Approve the changes to various sections of the Department of Recreation and Parks' (RAP) Schedule of Rates and Fees as outlined in the body of this Report and the attached schedule, effective immediately upon approval of the Board of Recreation and Park Commissioners (Board) of this Report; and,
2. Authorize staff to amend the Schedule of Rates and Fees to incorporate these changes.

SUMMARY:

RAP's Schedule of Rates and Fees (Schedule) is a compilation of 127 categorized and alphabetized sections of pages, each stating RAP policy and procedure and/or establishing rates and fees from which staff bases their charges to non-RAP groups or individuals. Several sections of the Schedule of Rates and Fees have not been revised in over eight years or longer. The General Manager tasked staff to review the Schedule of Rates and Fees and make proposed changes to simplify the pages for both staff and public, add more transparency, and update 59 of the pages that pertain to Recreation Operations in an effort to conform and standardize each page with the Schedule as a whole. To that end, 40 sections have been revised; 2 sections have been added; and 19 sections have been removed (either obsolete or consolidated into other sections).

Over the eight plus years, RAP has been burdened with new and/or rising costs associated with permitting and maintaining our beaches, playfields and buildings

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including utility costs, maintenance and recreation salaries, retention pay, and the rising costs of materials and equipment. As the cost of providing services to the public continues to rise, RAP remains committed to providing quality and affordable recreational opportunities to the residents of the City of Los Angeles (City) and its visitors. However, it has become necessary to increase rates and fees associated with the use of RAP facilities to enable RAP to fulfill this commitment and more accurately recover costs. Staff surveyed and researched similar rates and fees associated with recreational facilities of communities surrounding Los Angeles and proposed modest increases for rates and fees associated with RAP Recreation Centers (as identified in the Schedule) that remain lower than the average rates and fees for similar facilities in the surrounding communities. For RAP's over 90 Subsidized Centers (as identified in the Schedule), the proposed rate changes are very slight or there was no change.

A summary of the proposed changes is included below, while specific proposed changes are identified in the Revised Schedule of Rates and Fees, in the form attached hereto as Exhibit-A ("Schedule"). Only those sections of the Rates and Fees Manual proposed for revision are included in the Schedule with proposed rates and fees changes identified in bold, and revised and/or updated fees and language crossed-out and red. The publishable form of the Schedule, in the form attached hereto as Exhibit-B ("Publishable Schedule") is free of red crossed-out obsolete fees and obsolete language. A summary of the proposed changes are as follows:

General Instructions and Policies Regarding Rates and Fees – Section 6.1 Part-Time Fees

This fee is charged when facility is either normally closed or the nature of the permit activity requires a dedicated staff person in addition to the staff running the facility. The proposed increase to \$30.00 per hour for Part-Time Staff Fees recovers the direct cost of a Recreation Assistant's \$17.29 hourly wage and the indirect costs of retention pay, vacations, sick time, holidays, general fund deduction, and CITY paid benefits, as more fully described in Recreation Assistant Costs, a chart attached hereto as Exhibit-C. Staff has identified that when the above indirect costs are added to the direct cost hourly wage of \$17.29, the fully-burdened part-time staff rate is \$29.86 for Part-Time Staff working over 900 hours per year and \$34.76 for Part-Time Staff working under 900 hours per year. When future estimated raises are included in these rates, the fully-burdened rate may increase to \$32.46 and \$37.26 respectively.

General Instructions - Subsidized Centers

Revised list of Subsidized Centers, as more fully identified in the Schedule, formerly identified as Urban Impact Centers.

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Anderson Memorial Senior Citizen Center

Increase fees and establish a basic hourly rate, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Augustus Hawkins Nature Park

Increase fees and establish a basic hourly rate, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Averill Park Weddings

Update the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Bandshells and Amphitheaters – General

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance and managing these facilities. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Cabrillo Beach Bathhouse

Update the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages. Update Table and Chair Rental, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Cabrillo Beach Filming and Photography

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Update the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Cabrillo Beach Inner/Outer Beach

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Update the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Cabrillo Beach Park

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

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Camp Rates

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of camping facilities. Update the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Car Shows

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the RAP approved car shows.

Community Recreation Centers

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facilities. As more fully identified on the Facility and Playfields Rates and Fees Research for Surrounding Areas/Cities, in the chart attached hereto as Exhibit-D ("Survey"), a survey of facility and playfield rates and fees was conducted for 18 surrounding areas/cities (including 16 surrounding cities, Los Angeles County Department of Parks and Recreation, and Los Angeles Unified School District). The results of the Survey show that the proposed increase in fees for room rentals and outdoor playfields is still considerably lower than the average fees of the surrounding areas/cities. For example, the proposed Basic Hourly Rate for a room rental for a 50-person maximum is \$20.00 or \$25.00 at a Subsidized Center or Recreation Center respectively. The average fee on the Survey is \$60.94 (resident) or \$80.06 (non-resident). A similar divide is shown for outdoor playfields. The proposed Basic Hourly Rate of \$35.00 for outdoor playfields is considerably lower than the average rate of \$58.54 in the Survey.

Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages. Update the Groups Exempted from Payment of Fees, as more fully identified in the Schedule.

Daniel's Field

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Day Camp

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility for permitted non-RAP day camps. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

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Devonshire House

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Dog Obedience Classes and Dog Shows

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of these facilities with these permitted activities. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Felicia Mahood Senior Citizen Center

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Hansen Dam/Sports Center

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Harbor View Cemetery

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility.

Jackie Robinson Stadium

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Ken Malloy Harbor Regional Park

Establish a Rates and Fees page, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility.

Korean Bell – Weddings, Ceremonies, and Events

Update the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

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Leimert Park

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

MacArthur Park Bandshell – Levitt Pavilion

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Update the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Mar Vista Roller Hockey

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Municipal Adult Sports

Increase fees, as more fully identified in the Schedule, to recover costs for Staffing, maintenance, and overall management of sports facilities. The proposed fee increase for adult group use of outdoor playfields is the same fee increase shown and justified in the Community Recreation Centers section above. The additional \$10.00 per hour fee for Adult Soccer Groups (\$45.00 per hour rate) is for the increased maintenance and refurbishment costs associated with Adults playing soccer (playfield wear-and-tear). The additional \$10.00 is also consistent with past rates and fees schedules and remains less than the average rate of the Survey (\$58.54 per hour rate).

Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

O'Melveny Park

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Pan Pacific Amphitheater & Picnic Area

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Update the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

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Pan Pacific Recreation Center

Increase fees and establish a basic hourly rate, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Update the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Picnics

Lowered the fees required for deposits, as more fully identified in the Schedule, to be more commensurate to the fees identified in the Survey. Increase fees for utility hook up and moon bounces, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Update the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Racing Events

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and managing of all types of racing events. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Ramona Hall Community Center

Update the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Sepulveda Basin Off-Leash Dog Park

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility and activities. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Special Events/Fundraisers

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility and activities. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Synthetic Turf Soccer Fields

There are currently 47 completed synthetic turf soccer fields at 32 facilities in RAP and more planned to be built in the future. Ten of these facilities have individual, published Rates and Fees pages while 22 facility's synthetic turf soccer fields have no published Rates and Fees page. This prompted RAP staff to review the current Rates and Fees and recommend a new, standardized Rates and Fees page for all synthetic turf soccer fields (except EXPO Center's Soboroff Sports Field and

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Rancho Cienega Sports Complex's Jackie Robinson Stadium) and for all the new synthetic turf soccer fields that will be completed in the future.

The Schedule will establish a range of rates and fees based on the following criteria: the size dimensions of the synthetic turf soccer field, daylight vs. lighted use, Subsidized Centers vs. Recreation Centers, and the type of user group (Adults, Youth Sports Organizations, or Private Youth Groups). The dimensions and size categories of the 47 current synthetic turf soccer fields are listed in the chart, Synthetic Turf Soccer Field Dimensions, attached hereto as Exhibit-E. In most cases, the Schedule shows modest increases that reflect the increases of the past 10 to 20 years including inflation, cost-of-living, maintenance costs, and labor costs. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Establishing one page for all current and future synthetic turf soccer fields in the Schedule will streamline and clearly define the permitting process for both staff and users.

Watts Senior Citizen Center

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Westchester Senior Citizens Center

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Westwood Recreation Complex

Increase fees and establish a basic hourly rate, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Update the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Wilkinson Senior Citizen Center

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

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Woodley Cricket Fields

Increase fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility. Establish the Cancellation Fee, as more fully identified in the Schedule, to standardize the fee structure with other pages.

Youth Sports Groups

Youth Sports Organizations and Associations (“Youth Groups”) have a long history of supporting the core functions and values of RAP by offering youth sporting opportunities that supplement those activities run by RAP. As more fully identified on the Youth Sports Groups Survey, in the chart attached hereto as Exhibit-F, these Youth Groups, on average, charge their youth participants sizable fees to recoup the cost of running their youth sports programs. During their traditional regular seasons, Youth Groups that accept all youth that apply (in other words, they have no restrictions based on skill level or any protected class) are given a reduced rate by RAP as compared to other groups that fall under the Community Recreation Centers rates and fees page.

This hourly rate to permit outdoor playfields has not been reviewed in over eight years. Over that time RAP has been burdened with new and/or rising costs associated with permitting, maintaining, and refurbishing our playfields including utility costs, maintenance and recreation staff salaries, retention pay, and the rising cost of materials and equipment.

In an effort not to overly burden these Youth Groups with a larger, one-time increase in fees, staff proposes a very modest increase, as described below and more fully identified in the Schedule. In the year 2019, the Schedule proposes a fee increase of \$1.00 per hour for playfields at Subsidized Centers and \$2.00 per hour for playfields at Recreation Centers. Staff further proposes to increase these fees by \$1.00 in each of the following four years. By the year 2023, the fees will have increased by \$5.00 and \$6.00 at Subsidized Centers and Recreation Centers respectively, but the burden on these Youth Groups will be incrementally spread over five years. This will enable these Youth Groups to better prepare for these proposed fee increases.

In an effort to further prepare these Youth Groups of the proposed incremental fee increase, two community meetings were held in December of 2018 to introduce these proposed fees to the Youth Groups. Over 40 people from these Youth Groups attended the two meetings at which the proposed Youth Sports Group rates as well as the proposed Synthetic Turf Soccer Field rates in the Schedule were introduced and explained. Those in attendance understood and accepted the reasons for the proposed increases and appreciated the advance notice so they could better prepare.

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Balboa Sports Center

Remove from Schedule of Rates and Fees. Refer to Community Recreation Center page.

Car Wash Fundraisers

Remove from Schedule of Rates and Fees. Refer to Special Events/Fundraisers page.

Encino Women's Club

Remove from Schedule of Rates and Fees. Refer to Community Recreation Center page.

Greek Theater

Remove from Schedule of Rates and Fees; Obsolete.

Jamborees

Remove from Schedule of Rates and Fees. Refer to Special Events/Fundraisers page.

Los Angeles Youth Athletic Club

Remove from Schedule of Rates and Fees. Closed to permit groups.

Overnight Camping

Remove from Schedule of Rates and Fees; Obsolete.

Pedal Boats

Remove from Schedule of Rates and Fees; Obsolete.

Skate Parks

Remove from Schedule of Rates and Fees; Obsolete.

Utility Hookup

Remove from Schedule of Rates and Fees; Obsolete.

Boyle Heights Sports Center Synthetic

Remove from Schedule of Rates and Fees. Consolidated into new Synthetic Turf Soccer Fields page.

Delano Soccer Field

Remove from Schedule of Rates and Fees. Consolidated into new Synthetic Turf Soccer Fields page.

Griffith Soccer Field

Remove from Schedule of Rates and Fees. Consolidated into new Synthetic Turf Soccer Fields page.

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MacArthur Park Synthetic Meadow

Remove from Schedule of Rates and Fees. Consolidated into new Synthetic Turf Soccer Fields page.

Mar Vista Recreation Center

Remove from Schedule of Rates and Fees. Consolidated into new Synthetic Turf Soccer Fields page.

Rio De Los Angeles State Park

Remove from Schedule of Rates and Fees. Consolidated into new Synthetic Turf Soccer Fields page.

Ross Snyder Soccer Field

Remove from Schedule of Rates and Fees. Consolidated into new Synthetic Turf Soccer Fields page.

Seoul/International Park Synthetic

Remove from Schedule of Rates and Fees. Consolidated into new Synthetic Turf Soccer Fields page.

Vista Hermosa Synthetic Turf Field

Remove from Schedule of Rates and Fees. Consolidated into new Synthetic Turf Soccer Fields page.

FISCAL IMPACT STATEMENT:

It is anticipated that revenue generated through the proposed changes to RAP's Schedule of Rates and Fees will be necessary to offset increased utility costs, labor costs, retention pay, and rising costs of materials and equipment. This revenue will be deposited into the RAP General Fund, Municipal Recreation Fund, and special accounts and will be used to fund staffing and maintenance needs.

This report was prepared by Michael Harrison, Principal Recreation Supervisor II, Valley/Shoreline Region

LIST OF ATTACHMENTS/EXHIBITS:

- Exhibit-A: Revised Schedule of Rates and Fees
- Exhibit-B: Publishable Revised Schedule of Rates and Fees
- Exhibit-C: Recreation Assistant Costs
- Exhibit-D: Facility and Playfields Rates and Fees Research for Surrounding Areas/Cities

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- Exhibit-E: Synthetic Turf Soccer Field Dimensions
- Exhibit-F: Youth Sports Groups Survey
- Exhibit-G: Permit Procedure for Use of Facilities (FlowChart)
- Exhibit-H: Municipal Sports Section Permit Policy

GENERAL INSTRUCTIONS AND POLICIES REGARDING RATES AND FEES

Revised June 2019 (~~Revised 12/14~~)

1.0 DEVIATIONS FROM ESTABLISHED FEES

The following rates and fees have been approved by the Recreation and Parks Board of Commissioners, under the legal authority of the City of Los Angeles City Charter. No deviation, reduction, or waiver of rates and fees charges shall be allowed without approval of the Board. Further, it is the policy of the Board that no deviation, reduction, or waiver of rates and fees charges or other priority use or privileges will be afforded to any group or organization that discriminates or is found to discriminate on the basis of race, religion, national origin, ancestry, sex, sexual orientation, age, physical handicap, marital status or medical condition.

1.1 NO-FEE WAIVER POLICY

It is the policy of the Board of Recreation and Parks to deny all requests for waiver of fees. The Department may underwrite facility use fees if the sponsorship criteria state in the No-Fee Waiver policy (Board Report No. 013-2017, dated 6/8/03) is met. Appropriate staff, and the General Manager, must approve the request. Salaries and expenses associated with the event will not be underwritten. Also, City Council declaration of a “special event” does not waive Recreation and Park Department fees. Full description of the No-Fee Waiver Policy follows the General Information pages.

1.2 DISCOUNTED FEES FOR LOW INCOME RECREATION CENTERS

Facilities designated as ~~Underserved~~ **Subsidized**, on the list which follows, qualify for discounted rates only as specified within the Rates and Fees pages.

1.3 CITY / GOVERNMENT USE

City agencies and government entities, for conduct of training, work meetings, and other government business activities authorized by the General Manager or an appointed designee, are exempt from facility use fees, subject to availability. Staff fees apply outside of normal facility hours. This exemption does not apply to facilities where a specific fee for Department, City, or other government use has been addressed **or for facilities for which the primary use is public rental for weddings and social events.**

1.4 GROUPS EXEMPTED FROM PAYMENT OF FEES

This policy, found in the *Community Recreation Center* page, shall apply to all recreation centers, community centers, sports centers, and senior citizen centers, unless a specific list of exempted groups has been approved for the respective facility.

~~1.5 LOS ANGELES UNIFIED SCHOOL DISTRICT (LAUSD) RECIPROCAL USE~~

~~Subject to availability, LAUSD is permitted reciprocal use of outdoor and indoor facilities for youth sports activities, practices, and games of school-related sports activities (California Interscholastic Federation (CIF) programs, not physical education classes). The use must match the school calendar when the particular school is in session (traditional vs. year round). All other activities are subject to appropriate fees. This privilege is extended to schools chartered through the LAUSD system; all others must pay established fees.~~

2.0 INSURANCE REQUIREMENTS

Insurance may be required for certain types of events or programs. Please refer to the Insurance Requirements section of this manual. Insurance is required for all activities except meetings, classes, educational exhibits, and other low risk activities as outlined in the Department's Insurance Requirements Policy. Permitted activities may not begin until Proof of Insurance is accepted by the City Risk Manager. Allow 30 days for this approval. The standard General Liability requirement is \$1,000,000 but may be higher depending on the risk level of the activities undertaken. Directors must provide the Department's Insurance Coordinators with copies of the permit application and Proof of Insurance. There are two acceptable forms of Proof of Insurance: 1) A Certificate of Insurance issued through the Municipal Insurance Service, Inc. (1-800-420-0555); or 2) City of Endorsement forms completed by the permittee's insurance company, naming the City of Los Angeles as an additional insured.

3.0 ALCOHOL POLICY

The selling, serving, and consumption of alcoholic beverages on Department property must comply with the Department's Alcoholic Beverage policy. Please refer to the Alcoholic Beverage Policy section in this manual. **At facilities for which the primary use is public rental for weddings and social events, the Department's contracted bar services must provide and serve all beverages when alcohol is served.**

4.0 ALLOCATION OF FEE DEPOSITS

Unless otherwise stated, all monies collected are to be deposited into the General Fund #2790. Instructions for depositing monies into an account other than the General Fund are written in italics.

4.1 DEPOSITS TO ACCOUNT 1750

Monies deposited into account 1750 are only to be used for sports facility repairs/refurbishment and gym floors/equipment. Expenditures must be approved by the District Recreation Supervisor and the Principal Recreation Supervisor.

4.2 UTILITY USE FEE

Unless otherwise specified, the standard utility use fee is ~~\$25~~ **\$75.00** per day. *The fee is to be deposited to General Services Department utility account 100-62.*

5.0 DEFINITIONS

5.1 ADULTS, YOUTH, SENIOR CITIZENS, AGE GROUPS

When separate fees are charged for Adults, Youth, and Senior Citizens, and the age range for each are not specified, the following criteria shall be used:

Adults -- Ages 18-49

Youth -- Ages 17 years and younger

Senior Citizen -- 50 years and older

5.2 HOLIDAYS

Holidays are: New Year's Day, Martin Luther King Jr. Day, President's Day, Cesar Chavez Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, the Friday after Thanksgiving, Christmas Day. When any of these holidays fall on a Sunday, the holiday will be observed on the following Monday.

If the holiday falls on a Saturday, the holiday will be observed on the preceding Friday. Holiday rates will be in effect on the days the holidays are observed.

5.3 FEES

Fees stated in terms of “First X number of hours” are to be applied for consecutive use in the same day. Fees are not to be prorated. The fee stated shall apply to any portion of use within that time period.

6.0 STAFF FEES

6.1 PART-TIME FEES

Unless otherwise stated, part-time staff coverage fee are ~~\$22.00~~ \$30.00 per hour and are to be deposited into the facility MRP Account.

6.2 FULL-TIME FEES

Full-time staff coverage fees will be charged at the current overtime rate and are to be deposited into the General Fund.

6.3 PARK RANGER FEES

Refer to the Park Rangers page for staff rates for security, traffic control, or related duties in support of permitted uses.

6.4 ADDITIONAL STAFFING NEEDS

At the discretion of the Region Superintendent, or equivalent level manager, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. This may include requirements for hiring through the Department one or more Security Officers for time before, during, and after an event.

~~URBAN IMPACT CENTERS~~ SUBSIDIZED CENTERS
Revised June 2019 (~~Revised 07/03~~)

Subsidized Centers are in communities where the average household income is less than \$60K per year.

109 Street	El Sereno	Lemon Grove	Rosecrans
Algin Sutton	El Sereno SCC	Lincoln Heights	Ross Snyder
Alpine	Elysian Valley	Lincoln Heights SCC	Seoul International Park (Ardmore)
Banning	Evergreen	Lincoln Heights Youth Center	Sepulveda
Bellevue	Fernangeles	Lincoln Park	Shatto
Betty Hill SCC	Fred Roberts	Loren Miller	Sheldon Arleta (Cesar Chavez)
Boyle Heights SCC	Gilbert Lindsay	MacArthur	Slauson
Boyle Heights Sports	Green Meadows	Martin Luther King	South LA Activity Center
Branford	Harbor City	Mid Valley Inter Gen	
Canoga SCC	Highland Park	Montecito Heights	South Park
Cardenas	Highland Park Adult Center	Mt. Carmel	South Seas
Central	Hazard	Normandale	St. Andrews
Chevy Chase	Hollenbeck	Normandie	State Street
Costello	Hollywood	North Hills	Sun Valley
Costello SCC	Hoover	North Hollywood	Toberman
Culver Slauson	Hubert Humphrey	Oakwood	Trinity
Cypress Park	Jackie Tatum (Harvard)	Panorama	Valley Plaza
David M. Gonzales (Pacoima)	Jim Gilliam	Pecan	Van Ness
Delano	Jim Gilliam SCC	Queen Anne	Van Nuys
Denker	Lafayette	Ramon Garcia	Victory Vineland
Downey	Lake Street	Rancho Cienega	Vineyard
East Wilmington Greenbelt	Lake View Terrace	Reseda	Wabash
Echo Park	Lanark	Rio De Los Angeles	Watts SCC
Echo Park Community Center	Las Palmas SCC	Ritchie Valens	Wilmington
	Leland	Rose Hills	Yucca

ANDERSON MEMORIAL SENIOR CITIZEN CENTER

Revised June 2019 (~~Revised 07/10~~)

FACILITY USE FEES

100% of fees to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>Basic</u>		<u>Hourly Rate</u>
	<u>First 4 hrs</u>	<u>Each add'l hr</u>	
Auditorium (220 persons maximum)	\$250	\$50	\$75.00
Lunch Room (90 persons maximum)	\$150	\$25	\$50.00
Auditorium & Lunch Room	\$350	\$75	\$125.00
East Room (50 persons maximum)	\$75	\$15	\$50.00

Kitchen Rental

\$75.00

NON-REFUNDABLE FEE

100% of fees to be deposited into the MRP Account.

Non-Refundable Maintenance Fee

\$150.00 ~~\$100.00~~

CANCELLATION FEE

More Than 2 Weeks Prior to Event

50% Refund of Fees

Less Than 2 Weeks Prior to Event

No Refund of Fees

ADDITIONAL CHARGES

100% of fees to be deposited into the MRP Account.

Reservation Fee

\$25.00 (non-refundable)

100% to the Recreation Center MRP Account for processing fees.

Public Address System Set-Up
(Auditorium Only)

\$75.00 ~~\$50.00~~

Furniture Rental

Table Rental:

Less than 10

\$75.00

10 or more

\$100.00

Chair Rental:

Less than 100

\$50.00

100 or more

\$100.00

STAFF FEES

100% of fees to be deposited into the MRP Account.

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

ADDITIONAL REQUIREMENTS

See WEDDINGS AND SOCIAL GATHERINGS – Additional Requirements

FLEX RATE

For purpose of increasing utilization of facility by the public when demand is low, the Region Superintendent may extend a discount of 20% off the approved base and hourly rates for increments of thirty (30) days. The decision to extend the 20% discount shall be based on analysis of past performances in the subject thirty (30) day period showing less than 50% utilization, and/or results of previous use of Flex Rate pricing if applicable, and/or preliminary data on paid reservations within sixty (60) days showing less than 50% utilization. The Region Superintendent may authorize application of the Flex Rate for multiple and concurrent thirty (30) day periods.

AUGUSTUS HAWKINS NATURE PARK

Revised June 2019

FACILITY USE FEES – (BUILDING USE)

50% to be deposited into the Department of Recreation and Parks General Fund Account.

50% to be deposited into the Augustus Hawkins MRP Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>1st 3 hours</u>	<u>1st 4 hours</u>	<u>Ea Addl. hr</u>	<u>Basic Hourly Rate</u>
Monday - Thursday	\$200.00		\$65.00	\$75.00
Friday - Sunday		\$500.00	\$75.00	\$125.00

PHOTOGRAPHY

Still Photography/Video

\$50.00

PROHIBITED SPECIAL USE EVENTS

Revenue producing events, subletting or assignment of a Special Use Permit is prohibited.

SPECIAL EVENT / FUNDRAISER

Refer to SPECIAL EVENT /FUNDRAISER rates.

PICNICS

Refer to PICNIC rates.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit

\$100.00 ~~\$300.00~~

CANCELLATION FEES

More Than 2 Weeks Prior to Event

50% Refund of Fees

Less Than 2 weeks Prior to Event

No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section.

Full-time staff fees will be charged at the current overtime rate.

AVERILL PARK – WEDDINGS
Revised June 2019 (~~Revised 12/14~~)

FACILITY USE FEES

55% to be deposited into the Special Fund Account.

45% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>First Two Hours</u>	<u>Each Add'l Hour</u>
Weddings, Ceremonies, and Events	\$350.00	\$125.00

Maximum number of persons is 150.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit **\$100.00**

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

~~Cancellation prior to 60 days of Event — 50% of Refundable Deposit~~

~~Cancellation within 60 days of Event — 50% of all Fees~~

~~Postponement prior to 60 days of Event — 50% of Refundable Deposit~~

ADDITIONAL CHARGES

Reservation Fee **\$25.00 (non-refundable)**
100% to the Recreation Center MRP Account for processing fees.

Still Photography and Video Permit **\$50.00 per request**
(1 hour maximum in Park)

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

FLEX RATE

For purpose of increasing utilization of facility by the public when demand is low, the Region Superintendent may extend a discount of 20% off the approved base and hourly rates for increments of thirty (30) days. The decision to extend the 20% discount shall be based on analysis of past performances in the subject thirty (30) day period showing less than 50% utilization, and/or results of previous use of

Flex Rate pricing if applicable, and/or preliminary data on paid reservations within sixty (60) days showing less than 50% utilization. The Region Superintendent may authorize application of the Flex Rate for multiple and concurrent thirty (30) day periods.

BANDSHELLS AND AMPHITHEATERS - GENERAL

Revised June 2019 (~~Revised 07/10~~)

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>First Two Hours</u>	<u>Each Add'l Hour</u>
Rate	\$450.00 \$400.00	\$125.00 75.00

MAINTENANCE DEPOSIT

<u>Number of Persons</u>	<u>Refundable</u>	<u>Non-Refundable</u>	<u>Total Deposit</u>
1 - 500	\$500.00	\$100.00	\$600.00
501 - 2500	\$600.00	\$200.00	\$800.00
2501 or more	\$700.00	\$300.00	\$1,000.00

~~Refundable Clean-Up Deposit \$150.00
Amount of deposit to be refunded shall be determined by the Regions' Grounds
Maintenance Division.~~

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Reservation Fee	\$125.00 \$75.00
Electrical Hook-Up Fee	\$75.00 \$50.00
Vendor Fees	See SPECIAL EVENTS/FUNDRAISER page, Vendor Fees.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

OTHER CONDITIONS

- All performances must be free to the public and no charge to the Department.
- Permittee must provide adequate off-site parking for the public.
- Permittee must adhere to all applicable sound restrictions.
- Additional portable restrooms may be required by the Department at the expense of the permittee.
- No performance is permitted beyond dusk.
- Permittee is responsible for litter pick-up and all other clean-up.
- Insurance may be required as needed by the Department.

CABRILLO BEACH BATHHOUSE

Revised June 2019 (~~Revised 12/14~~)

FACILITY USE FEES

100% to be deposited into the center MRP Fund Account.

Reservations require an advance deposit of 50% of the total fees.

First Floor / Outdoor Patio Arcade Area

	<u>Hourly Rate</u>
Monday – Thursday	\$30.00
Fridays, Sundays	\$50.00
Saturdays, Holidays & Day Prior to Holiday	\$50.00

Upstairs / Ballroom

	<u>Hourly Rate</u>
Monday – Thursday	\$60.00
Fridays, Sundays	\$75.00
Saturdays, Holidays & Day Prior to Holiday <i>After 1:00 p.m. – 3 hour minimum use</i>	\$75.00

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)* **\$300.00**

*Region Superintendent may charge more depending on size of event.

20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees
Cancellation prior to 60 days of Event	50% of Refundable Deposit
Cancellation within 60 days of Event	50% of all Fees
Postponement prior to 60 days of Event	50% of Refundable Deposit

ADDITIONAL CHARGES

Outdoor Activity Fee **\$150.00**

Whenever an event has a portion of its activities occurring both indoors and outdoors, this fee applies.

Furniture Rental

To be deposited into center MRP Fund Account.

Table Rental:

Less than 10	\$100.00	Table Rental—\$5/ table
10 or more	\$125.00	

Chair Rental:

Less than 100	\$75.00	Chair Rental \$1/ chair
100 or more	\$125.00	

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

FLEX RATE

For purpose of increasing utilization of facility by the public when demand is low, the Region Superintendent may extend a discount of 20% off the approved base and hourly rates for increments of thirty (30) days. The decision to extend the 20% discount shall be based on analysis of past performances in the subject thirty (30) day period showing less than 50% utilization, and/or results of previous use of Flex Rate pricing if applicable, and/or preliminary data on paid reservations within sixty (60) days showing less than 50% utilization. The Region Superintendent may authorize application of the Flex Rate for multiple and concurrent thirty (30) day periods.

ALCOHOL POLICY

City contracted bar services must provide and serve all beverages when alcohol is served.

PAYMENT OF FEES

The total amount of all rental fees and deposits due shall be paid in full at least 60 days prior to the scheduled date of use. Otherwise, the reservation may be canceled.

DEPARTMENT USE

Requests for use of this facility for no use fees or charges except for reimbursement of staff and other direct costs must be approved by the General Manager or an appointed designee. Saturday, Sunday, or Holiday use is not allowed. The facility use form shall be signed by an Assistant General Manager. Staff fees apply with a 4 hour minimum for Department Use. See rates established in General Information section of schedule of rates and fees. A fund and account must be identified for transfer of reimbursement or a D-Time Work Order provided.

PARKING

The parking lot is a separate operation and each vehicle entering the parking lot will be charged a parking fee, when applicable. (See Pay Parking Lot Section for Cabrillo Beach Parking Lot rates and season/daily fee information). The reservation fee does not exempt permittee, guests, or service providers from paying applicable parking fees.

Exemptions:

1. Cabrillo Bathhouse Volunteers.
2. Organization or group whose primary interest is the support of the Cabrillo Beach Bathhouse.
3. Polar Bears or Cabrillo Beach Boosters Club.
4. Programs operated by Recreation and Parks Staff.

OTHER INFORMATION

- This Historic Building has many restrictions relating to alterations, decorations, and other improvements. **Specific restriction information is given to all permit groups in advance of permit.**
- Insurance may be required. See INSURANCE REQUIREMENT page.

CABRILLO BEACH FILMING AND PHOTOGRAPHY

Revised June 2019 (~~Revised 07/10~~)

FACILITY USE FEES

50% to be deposited into the center MRP Fund Account.

50% to be deposited into the Cabrillo Special Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>Rate</u>
Prep, Construction, Strike Fee	\$100.00 \$150.00 per day
Film Days	\$400 \$450.00 per 24 hour period for each area

Film Areas:

1. Inner Beach North: City Lifeguard Headquarters Tower to Swim Tower
2. Inner Beach South: Swim Tower to Pier Tower
3. Pier
4. Outer Beach Tide Pool Area
5. Bonfire Area: Fire Pits
6. Outer Beach Surf Area: County Lifeguard Headquarters Tower to Surf Tower
7. Outer Beach Breakwater Area: Surf Tower to Breakwater Tower
8. East Lawn
9. Cabrillo Beach Bathhouse Front Exterior

Commercial Still Photography

	<u>Day Rate</u>	Or	<u>First 3 Hours</u>	<u>Each Add'l Hour</u>
1 – 15 persons*	\$150.00		\$75.00	\$30.00
15 persons or more*	\$300.00		\$150.00	\$75.00

*Includes those who are present at the shoot to observe or facilitate the project both in front of and behind the camera, such as: parents of children involved, animal trainers, clients, models, and crew member.

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

~~40% of all fees or \$125 (whichever is greater)~~

ADDITIONAL CHARGES

Utility Hook-Up Fee **~~\$50~~ \$75.00 per day / per hook-up (per utility)**

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of

activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

Monitor/Staff **Hourly rate charged per GENERAL INFORMATION page.**

Full-time Staff/Ranger **Hourly rate charged per current over-time staffing rate.**

Lifeguard Fee – *When filming involves water usage.* **Hourly rate charged per current over-time staffing rate.**

Aquarium Educator Fee – *When filming involves tide pool area.* **Hourly rate charged per current over-time staffing rate.**

PARKING FEES

The parking lot is a separate operation and each vehicle entering the parking lot will be charged a parking fee, when applicable. The reservation fee does not exempt permittee, guests, or service providers from paying applicable parking fees.

GENERAL RULES

Use of Cabrillo Beach areas for filming or photography is subject to the availability based on the demands of regular public activity and programming.

- Filming and photography are usually allowed:
Mondays through Fridays from 7:00 a.m. to 10:00 p.m.
- Holiday and weekend filming is generally not permitted due to the volume of people and activities in the area.

Requests for permission for filming or photography should be received no less than 48 hours in advance. Although we will make every effort to accommodate requests that are received less than 48 hours prior to filming, we cannot ensure that they will be approved.

Requesters are required to hold reservations with the Department **Film Office** for filming days and locations. **Held reservations will be converted to a film permit from the Film Office once approved by the facility Director-In-Charge.**

Permission/approval of filming or photography is exclusive to the permittee and is not transferable (no subletting).

Must follow the rules and guidelines of the temporary event section from the Coastal Commission Permit Requirements.

See **FILM PERMIT FEES** page for **GENERAL FILM PERMIT POLICIES AND REGULATIONS** for additional **REQUIREMENTS FOR PERMIT** and **FEE EXEMPTIONS**.

PAY PARKING LOT FEES, SPECIAL FACILITY FEES, SERVICE FEES, AND MONITOR FEES CANNOT BE REDUCES OR WAIVED.

CABRILLO BEACH INNER/OUTER BEACH

Revised June 2019 (~~Revised 07/10~~)

FACILITY USE FEES

50% to be deposited into the center MRP Fund Account.

50% to be deposited into the Cabrillo Special Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Must follow the rules and guidelines of the temporary event section from the Coastal Commission Permit Requirements.

OPEN SPACE EXCLUSIVE DAILY USE FEES FOR EACH OF THE FOLLOWING AREAS:

Note: Exclusive use requires additional Lifeguard Fee as well, not included below.

1. INNER BEACH NORTH: City Lifeguard Headquarters Tower to Swim Tower.
2. INNER BEACH SOUTH: Swim Tower to Pier Tower
3. PIER
4. OUTER BEACH TIDE POOL AREA
5. BONFIRE AREA: Fire Pits
6. OUTER BEACH SURF AREA: County Lifeguard Headquarters Towers to Surf Tower
7. OUTER BEACH BREAKWATER AREA: Surf Tower to Breakwater Tower

<u>Anticipated Attendance</u>	<u>Basic Rate</u>	<u>Fee Generating Activity Rate</u>
1 – 250	\$150.00 \$100	\$300.00
251 - 500	\$300.00 \$250	\$600.00 \$750
501 – 1000	\$700.00 \$500	\$1,400.00 \$1500
1001 or more	\$1,000.00 \$750 minimum	Negotiable by Region Superintendent

BONFIRE AREA

Individual Fire Pits**

Monday – Thursday **\$25.00 per Fire Pit**

Friday, Weekend, and Holidays* **\$50.00 per Fire Pit**

*Holidays as defined in the Department Schedule of Rates and Fees.

**Individual Fire Pits are rented, as with all areas, on a first come first serve basis.

PAYMENT OF FEES

The total amount of all rental fees and deposits due for exclusive open space use shall be paid in full at least 60 days prior to the scheduled date of use. In the event that total fees are not paid as designated, the reservation will be canceled. There will be no refund.

Note: Bonfire Pit reservations should be paid at least 72 hours in advance.

MAINTENANCE DEPOSIT

Maintenance Deposit (minimum)* **\$500.00**

*Region Superintendent may charge more depending on size of event.
20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

Security Guard Services **Quoted on request, based on actual cost.**
Including 30 minutes prior to event and 30 minutes after.

Monitor/Staff **Hourly rate charged per GENERAL INFORMATION page.**

Full-time Staff/Ranger **Hourly rate charged per current over-time staffing rate.**

Lifeguard Fee – **Hourly rate charged per current over-time staffing rate.**
When filming involves water usage.

Aquarium Educator Fee – **Hourly rate charged per current over-time staffing rate.**
When filming involves tide pool area.

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

~~Bonfire Cancellation Fee: non-refundable~~
~~All other areas: 40% of all fees or \$75.00 (whichever is greater)~~

ADDITIONAL CHARGES

Photography/Video
Without an event booking.
First Hour **\$50.00**
Each Add'l Hour **\$30.00**

SPECIAL USE

Special use is available on weekdays, Monday through Friday, from 8:00 a.m. to 9:00 p.m. only for other City agencies and Department sponsored groups. Non-city government agencies may qualify for the Special Use rate subject to availability and the purpose of the event. The purpose of such usage should involve training, work meetings, and other government business activities authorized by the General Manager or designee. Non-profit organizations and/or student groups may also qualify for Special Use fees.

The following conditions apply to all special usages:

- Authorization for Special Use – Requests for use of these facilities must be submitted in writing and approved by the General Manager or designee.
- Scheduling of Special Use Events – Use of the facility is subject to its availability determined by the following guidelines:
 - Special Use Events may be scheduled only 60 days in advance of the event dates. The Recreation and Parks Department of the City of Los Angeles is exempted from the guideline.
 - Any one group may not exceed two separate days per week.
 - None of the above guidelines preclude a Special Use party from maintaining or procuring additional dates or hours under the regular rate provisions.
 - Permitting of Special Use may require additional hourly staffing fees.

SPECIAL USE FEE

	<u>Government</u>	<u>Other</u>
Use Fee	50% of Fees	50% of Fees
Cancellation Fee	No Charge	\$50.00
Cancellation within 48 Hours	No Charge	\$75.00

PROHIBITED SPECIAL USE EVENTS

Income generating events, subletting or assignment of a Special Use Permit is prohibited.

SPECIAL EVENTS/FUNDRAISERS

Refer to SPECIAL EVENTS/FUNDRAISERS page.

PICNICS

Refer to CABRILLO BEACH PARK page.

CABRILLO BEACH PARK
Revised June 2019 (~~Revised 7/97~~)

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Size of Group</u>	<u>Day Rate</u>
1 – 100 persons	\$100.00 \$70.00
101 – 250 persons	\$150.00 \$130.00
251 or more	\$300.00

REFUNDABLE DEPOSIT

Refundable Maintenance Fee (for groups over 150)* **\$200.00**

*Region Superintendent may charge more depending on size of event.

20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

ADDITIONAL INFORMATION

The parking lot is a separate operation and each vehicle entering the parking lot will be charged a parking fee. The reservation fee does not exempt permittee and/or guests from paying the parking fee.

CAMP RATES

Revised June 2019 (~~Revised 07/09~~)

OUT OF TOWN CAMPS

RESERVATION POLICY AND PROCEDURES

Reservations for all camps are on a first-come, first served basis. Reservations will be accepted six months in advance by calling the Camping Office at (213)485-4853. If the exact date falls on a weekend or holiday, the reservation will be advanced to the next working day.

Reservations are not confirmed until receipt of a signed application and deposit.

Deposits:

- Reservations require an advance deposit of 50% of the total fees.
- Balance of rental fees is due upon arrival at camp. All additional fees must be paid of the last day of camp rental.

Refundable Security Deposit (Week-long Reservations)	\$500.00 \$250.00
Refundable Security Deposit (Overnight Reservations)	\$250.00

MAINTENANCE DEPOSIT

Maintenance Deposit (minimum)*	\$500.00
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*Region Superintendent may charge more depending on size of event. 20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

~~Initial deposit is non-refundable. All camping fees paid, minus the initial deposit, will be refunded, if cancelled at least one month prior to arrival date. If cancelled less than one month prior to arrival date, there will be no refund.~~

FACILITY USE FEES

Day Rental:

Kitchen/Dining Hall	\$100.00 \$125.00/per day <i>Department sponsored groups are allowed to use the kitchen free of charge with day rental permits.</i>
Lodge Rental (8 hours maximum)	Weekdays Only

	<u>Basic Fee - First 4 Hours</u>	<u>Each Add'l Hour</u>
25 person maximum	\$100.00 \$75.00	\$25.00 \$20.00
50 person maximum	\$140.00 \$100.00	\$35.00 \$30.00
100 person maximum	\$200.00 \$150.00	\$50.00

Early Arrivals / Late Departures:

A charge of 60% of the basic fee for one night will be made for campers arriving one day early or leaving one day late subject to the approval of the Camp Manager.

Check-out time for all rental groups is 2:00 p.m. A Charge of \$5.00 per person will be levied for each hour a group remains in camp beyond 2:00 p.m. (\$200.00 minimum charge per hour).

Recreation Vehicles – Overnight Fee:

Overnight Fee	\$20.00 per vehicle / per day <i>A vehicle which is pulling a trailer is counted as only one vehicle.</i>
Security/Clean-up Deposit (Negotiable)	\$50.00 (minimum)

This fee shall include no services such as electrical hook-up, water or waste disposal. All permits shall include a notation that tents or any other type of structures are prohibited.

SPECIAL RATES

Stand-by Rate: A stand-by rate of 50% of the basic minimum fee is sometimes available to overnight and week-long groups when made within one month of date desired (not valid with any other discount offer).

Special Group Rates: A special rate of 50% of the winter minimum fee may be made to groups of Department sponsored senior citizens, Recreation Center groups and Adaptive persons.

CAMP SURCHARGE

20% of camp fees to be deposited into the Camp Surcharge Account.

\$1.00 per person / per night to be deposited into the MRP Fund Account for additional staffing for upkeep and cleaning of all out-of-town camps.

\$1.00 per campsite or cabin to be deposited into the MRP Fund Account for additional staffing for upkeep and cleaning of all out-of-town camps.

Remaining funds to be deposited into Department of Recreation and Parks General Fund Account.

SPECIAL NOTE

Fees at any camp may be amended for unusual circumstances; but only with the approval of the General Manger or designee. Lifeguard fees are included in the summer, week-long out of town camp fees. Fees for a second lifeguard are \$100.00 for a minimum of 5 hours, \$30.00 for each additional hour. Weekend Group Rental does not include lifeguard, and is not guaranteed.

CAMP SEELY – Organized Group Camping

Week-long Reservations (Sunday – Saturday)

Summer Basic Charge (June 1 – Sept. 1) 1 – 150 persons	\$10,000.00	\$12,000.00 per week
Each Additional Person <i>275 person maximum</i>		\$100.00 per week/
Deposit (20% of weekly reservation fee)	\$2,000.00	\$2,400.00 minimum

Overnight Reservations

Winter Basic Charge (Sept. 2 – May 31) 1 – 125 persons	\$2,000.00	\$2,500.00 per night
Each Additional Person <i>275 person maximum</i>	\$15.00	\$20.00 per night
Deposit (20% of reservation fee)	\$500.00	\$600.00

Group Family Outings:

\$30.00 to be deposited into the MRP Fund Account.

2 nights lodging with 5 meals, snacks, insurance, and programs, with adult supervision (i.e. Family Outings).		\$110.00 - \$130.00 per person
1 night lodging with 4 meals, snacks, insurance, and programs, with adult supervision (i.e. Family Outings).		\$65.00 per person

GRIFFITH PARK BOYS' AND HOLLYWOOD GIRLS' CAMPS

Reservations for all camps are on a first-come, first served basis. Overnight stay for two night reservations will be accepted six months in advance. Overnight stay for one night reservations will be accepted four months in advance. If the exact date falls on a weekend or holiday, the reservation will be advanced to the next working day. Day use reservations may be made up to two months in advance. Reservations are not confirmed until receipt of a signed application and deposit.

Facility designed for group camping (in cabins). Staff operated summer and weekend programs. Open to reservation by public groups in fall, winter, and spring.

CAMP SURCHARGE

20% of camp fees to be deposited into the Camp Surcharge Account.

~~\$2.00~~ **\$3.00** per person / per night to be deposited into the MRP Fund Account for additional staffing for camp upkeep and cleaning.

Remaining funds to be deposited into Department of Recreation and Parks General Fund Account.

Day Rental:

(9:00 a.m. to 5:00 p.m.) Includes use of camp lodge and grounds only.

Griffith Park Camp 50 person minimum for exclusive use – 150 person maximum

Camp Hollywoodland 75 person minimum for exclusive use – 180 person maximum

	<u>First 2 Hours</u>	<u>Each Add'l Hour</u>
Monday - Thursday	\$300.00	\$100.00 \$125.00

	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>
Friday - Sunday	\$800.00	\$100.00 \$150.00

Overnight Rental:

\$350.00 of each night's rental fee to be allocated into the MRP Fund Account for overnight staffing.

Fee Includes:

Griffith Park Camp Use of Lodge or Meeting Room; Activity Areas.
150 person maximum One cabin has 10 person capacity

Camp Hollywoodland Use of Lodge or Meeting Room; Activity Areas.
180 person maximum One cabin has 20 person capacity

50 persons (minimum) ~~\$700.00~~ **\$1,250.00 per night**

Each Additional Person ~~\$25.00~~ **\$20.00 per person**

Charge per Meal: *50 meal minimum*

~~\$2.00~~ \$4.00 of each meal charge to be deposited into the MRP Fund Account.

Balance to be deposited into the Department of Recreation and Parks General Fund Account.

Breakfast ~~\$6.50~~ **\$8.00 per person**

Lunch ~~\$7.50~~ **\$10.00 per person**

Dinner ~~\$8.50~~ **\$12.00 per person**

Special Meals

Lunch ~~\$8.00~~ **\$11.00 - \$12.00 \$16.00 per person**

Dinner ~~\$10.00~~ **\$15.00 - \$20.00 \$25.00 per person**

Contact Camp Staff for meal selections.

The use of the kitchen is **not** included in camp fees. If meals are not provided by camp staff, other arrangements must be approved by the Camp Director prior to the issuance of the permit.

DEPOSITS

Day Rentals – Deposit of ~~\$450.00~~ \$500.00 is due within 10 days of making the reservation.

Overnight Rentals – Deposit of ~~\$750.00~~ \$1,250.00 is due within 10 days of making the reservation. An additional deposit may be required two weeks prior to camp date if meals are provided. The deposits are determined by the Camp Director.

Security Deposit of ~~\$250.00~~ \$500.00 is due with initial deposit.

ADDITIONAL CHARGES

Late Check-Out Fee: Check out time for all overnight rental groups is 2:00 p.m.

A \$5.00 per person charge will be levied for each hour a group remains in camp beyond 2:00 p.m.; minimum charge of \$200.00 per hour.

Miscellaneous:

100% to be deposited into the MRP Fund Account.

T.V. and D.V.D	\$50.00	\$75.00 per day
P.A. System	\$50.00	\$75.00 per day
Coffee		\$50.00 per 100 cup pot
Gate Monitor / Park Ranger - <i>minimum of 4 hours</i>		\$50.00 per hour
Seasonal Lifeguard – <i>1 guard per 50 people</i>		\$100.00 for 5 hours
		\$30.00 each add'l hour
Use of Rope Course, Climbing Wall, or Leap of Faith		\$500.00 per element/per day <i>plus staff fees</i>
Archery		\$100.00 per day <i>plus staff fees</i>
Staff		See GENERAL INFORMATION for rate

100% to be deposited into the Department of Recreation and Parks General Fund Account.

Fax/Scan		\$2.00 per page
Copies		\$0.25 per copy
Gas Fire / Fire Wood (when available)		\$7.50 per campfire
Snacks		\$3.50 - \$5.00 per person

Board of Education Fees:

Board of Education fees are submitted and approved by the Recreation and Park Board of Commissioners.

CANCELLATION POLICY

All reservation fees paid, minus 20% of initial deposit, will be refunded if cancelled at least one month prior to arrival date.

All reservation fees paid, minus 50% of initial deposit, will be refunded if cancelled less than one month prior to arrival date.

SPECIAL NOTE

Fees at any camp may be amended for unusual circumstances; but only with the approval of the General Manager or designee.

DEPARTMENT SPONSORED YOUTH CAMPING SECTIONS

Basic Camp Session

Fees collected in excess of \$150.00 to be deposited into the MRP Fund Account.

~~5~~ 4 nights lodging with ~~15~~ 13 meals, snacks, insurance, supervision, programs and supplies. **\$450.00 - \$600.00**
~~\$200.00 - \$300.00~~

Fees determined by the type of activities involved.

Weekend Camp Operated Programs:

\$30.00 to be deposited into the MRP Fund Account.

2 nights lodging with ~~6~~ 5 meals, snacks, insurance, supervision, and program (i.e. Mother/Daughter), with adult chaperone. **\$110.00 - \$130.00 per person**
~~\$95.00 per person~~

2 nights lodging with 5 meals, snacks, insurance, supervision, and program (i.e. Girls Getaway/Boys Getaway). **\$120.00 - \$150.00 per person**

\$15.00 to be deposited into the MRP Fund Account.

1 night lodging with 4 meals, snacks, insurance, supervision, and program (i.e. Mother/Daughter), with adult chaperone. **\$65.00 per person**
~~\$50.00 per person~~

Late Charge:

There will be a \$50.00 late charge to youth campers that are not pre-registered by designated dates.

Special Promotional Discount:

Camp Directors at Griffith Park and Hollywoodland Camps may offer publicized special promotional camp programs at a discount not to exceed 15% of the basic fee, with the approval of the General Manager or designee.

Department Day Camp Programs:

Griffith Park and Hollywoodland Camps may be used during the day for Department programs at no charge. Check with Camp Directors for availability of camp and lifeguard. Additional fees required for meals, supplies, and staffing (if necessary).

City Department Rental:

Griffith Park and Hollywoodland Camps may be used on weekdays, during the day (not to exceed eight hours) for official City use by other City of Los Angeles Departments for a special fee of 50% of the advertised rate, plus cost of meals.

CAR SHOWS

Revised June 2019 (~~Revised 07/10~~)

FACILITY USE FEES

100% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Number of Cars</u>	<u>Fee*</u>
1 – 25	\$150.00
26 – 50	\$200.00
51 – 75	\$250.00
76 – 100	\$300.00 \$325
101 – 125	\$375.00
126 – 150	\$450.00
151 – 175	\$525.00 \$500
176 – 200	\$600.00 \$575
201 – 225	\$700.00 \$625
226 – 250	\$800.00 \$700
251 – 275	\$900.00 \$800
276 - 300	\$1,000.00 \$850

*This fee applies to car shows that do not charge patrons an admission fee. If an admission fee is charges, see SPECIAL EVENTS/FUNDRAISERS page, Use Fee.

REFUNDABLE DEPOSIT

100% to be deposited into the Department of Recreation and Parks General Fund Account.

Refundable Maintenance Deposit (minimum)* **\$200.00 up to \$1,500.00** ~~\$200—\$1000~~

*Region Superintendent may charge more depending on size of event.

ADDITIONAL CHARGES

Vendor Fee See SPECIAL EVENTS/FUNDRAISERS page, under Vendor Fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

OTHER CONDITIONS

- Parking location approval for any car show cars must be approved by Region Superintendent and Maintenance Division prior to the event.

COMMUNITY RECREATION CENTERS

Revised June 2019 (~~Revised 07/10~~)

FACILITY USE FEES – INDOOR AREAS

90% ~~100%~~ of Facility Use fees to be deposited into the Department of Recreation and Parks General Fund Account. **10%** to be deposited into recreation center MRP Account.

Reservations require an advance deposit of 50% of the total fees.

Room Rental

Recreation Center	<u>Basic</u>	<u>Basic</u>	<u>Basic</u>	<u>Income Generating Activity</u>		
	<u>1st 3 hours</u>	<u>Ea-add'l hr</u>	<u>Hourly Rate*</u>	<u>1st 3 hours</u>	<u>Hourly Rate**</u>	<u>Ea-add'l hr</u>
50 person maximum	\$75.00	\$25.00	\$25.00	\$200.00	\$80.00	\$50.00
100 person maximum	\$100.00	\$40.00	\$40.00	\$275.00	\$120.00	\$75.00
Over 100 persons	\$200.00	\$60.00	\$70.00	\$500.00	\$200.00	\$150.00
Subsidized Center (Use either room or group size to determine fee):						
50 person maximum	\$50.00	\$25.00	\$20.00	\$100.00	\$50.00	\$50.00
100 person maximum	\$50.00	\$25.00	\$30.00	\$125.00	75.00	\$50.00
Over 100 persons	\$100.00	\$40.00	\$40.00	\$225.00	\$120.00	\$100.00

*An additional ~~\$10.00~~ \$25.00 per permit will be charged for Social Gatherings with Refreshments and it shall be deposited into the MRP Fund Account.

**Any use (class, meeting, activity, etc.) where fees/admissions are charged, or donations are collected, either on-site or off-site by any entity (for-profit, non-profit, or individual) must pay this fee.

Kitchen Rental

~~\$75.00~~ **\$50.00**

Use of Gymnasium – Sports Practice Groups

90% of Facility Use fees to be deposited into the Department of Recreation and Parks General Fund Account.

10% to be deposited into recreation center MRP Account.

(If participation fee is charged, use Income Generating Activity rate above)

Recreation Center:	\$50.00 \$60.00 per hour
Subsidized Center:	\$40.00 \$50.00 per hour
Use of Scoreboard:	\$20.00 \$30.00 per hour <i>Plus staff fees</i>

FACILITY USE FEES – OUTDOOR AREAS

From the fees below, ~~\$5.00~~ \$10.00 per hour is to be deposited into the **Regional Municipal Sports Account** – for sports facility refurbishment.

Youth Sports Groups – refer to YOUTH SPORTS GROUP page for fees that pertain to practice and organized game usage.

Exclusive Use of Outdoor Sports Facility (Basketball court, athletic fields, etc.)

	<u>Basic Hourly Rate</u>	<u>Income Generating Activity Hourly Rate</u>
Recreation Center		
Daylight Play:	\$35.00 \$25.00	\$70.00 \$60.00
When Lights are Used:	\$45.00 \$35.00	\$90.00 \$75.00
Boot Camps/Private Workshops	-	\$80.00 \$60.00
Casting Session <i>50% to be deposited into the Facility MRP Fund Account</i>	-	\$100.00 \$75.00
Tennis Fee (Non-reservation)	\$8.00 \$6.00	-

REFUNDABLE DEPOSIT

Permit for Two Hours or Less (minimum)*	\$50.00
Permit for Three Hours or More (minimum)*	\$100.00

*To be deposited into Center’s MRP Fund Account. Should only be refunded if Permittee performed basic clean-up and litter pick-up. If not, amount shall be transferred to MRP **Fund** Account.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Furniture Rental

To be deposited into center MRP Fund Account.

	<u>Recreation Center</u>	<u>Subsidized Center</u>
Table Rental:		
Less than 10	\$100.00 \$75.00	\$75.00
10 or more	\$125.00 \$100.00	\$100.00
Chair Rental:		
Less than 100	\$75.00 \$50.00	\$50.00
100 or more	\$125.00 \$100.00	\$100.00

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

GROUPS EXEMPT FROM PAYMENT OF FEES

The following groups or agencies may be issued permits for non-sports use of community recreation center buildings without charge, (subject to non-discrimination certification) except for the refundable clean-up/breakage deposit. If the building is normally closed, the agency must pay for the cost of the Department employees(s) required to be on duty as indicated on the preceding page. If the facility is used for fee generating activities, whether collect on or off-site, the Fee Generating Activities or Businesses ** Facility Use Fee applies. Groups must clean-up the facility when done or they will be required to pay hourly staff fees.

1. Civic and Service Clubs, Chamber of Commerce
2. Recognized Self-Help/Anonymous Groups (e.g. Alcoholics Anonymous)
3. Government agencies (e.g. ~~L.A.U.S.D., Health Department,~~ LAPD, LAFD, Elected Officials). ~~Educational groups must be sponsored by official educational agencies or accredited schools. All other school districts subject to fees.~~
4. Private, Parochial, and public schools ~~outside the L.A.U.S.D. system~~ are only exempted from fees if there is a written reciprocal agreement between the center and the school by which the Department receives an equivalent value in facility use, materials and/or other in-kind as determined by the Principal Recreation Supervisor.
 - ~~Youth groups sponsored by the United Way Agencies~~
 - ~~Character building agencies~~
 - ~~Groups sponsored by governmental agencies (coordinating councils, 4 H, etc.). Must provide 501 C3 documentation (or equivalent).~~
 - ~~Non profit public and private agencies with recreation as their prime objective.~~

DANIELS FIELD
Revised June 2019 (~~Revised 07/10~~)

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Non-Youth Programming

	<u>First 5 Hours</u>	<u>Each Add'l Hour</u>
Basic Rate and/or No Admission Charged/No Fundraising	\$450.00 \$400	\$80.00
Income Generating Activity and/or Admission Charged/Fundraising	\$1,000.00	\$200.00

Private Youth or School Teams

Event Use involving admission, sales, per event, fee-generating activity, amplified sound, or where instruction is not the primary purpose of the activity (i.e. graduation, sporting events, etc.)	\$500.00 per event \$350.00 per event
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Instructional Use (i.e. practice and games providing instruction for youth athletes, no admission fees allowed).

Field Use Only	\$25.00 \$20 per hour
Field and Bleacher Use	\$35.00 \$30 per hour

Note: "Hours" include move-in/move out times. "Fee-generating" refers to any money making activity.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)*	\$500.00 \$300
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*Region Superintendent may charge more depending on size of event.

20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

One-time fee per group per organization per year.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Locker Room(s)

Home or Visitor **\$50.00 per hour plus staff**

Home and Visitor **\$100.00 per hour plus staff**

Stadium Light Fees

\$30.00 ~~\$20~~ per hour

\$12.00 to be deposited into the General Services Department Utility account 100-62.

\$8.00 to be deposited into the MRP Fund Account to pay for light bulb replacement and repairs.

Scoreboard and Public Address System

\$30.00 ~~\$10~~ per hour

Plus staff fees

Soccer or Football Lining

\$50.00

When available.

Plus staff fees

Vendor Fees

Refer to SPECIAL EVENTS/FUNDRAISERS page, under Vendor Fee

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

DAY CAMP (Non – RAP Camps)
Revised June 2019 (~~Revised 07/10~~)

Fees for day camps may be adjusted weekly due to an increase or decrease in attendance.
Reservations require an advance deposit of 50% of the total fees.

PRIVATE / NON-PROFIT DAY CAMP

	<u>First 5 Hours</u>	<u>Each Add'l Hour</u>
Each 100 persons or fraction thereof	\$350.00 \$200	\$50.00

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (Minimum)	\$300.00 \$250
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CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

One-time Permit Fee	\$75.00 \$50 (In addition to the use fee)
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STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

PROCEDURE FOR THE ISSUANCE OF A PERMIT:

1. Facility Use application is obtained from the responsible Department employee.
2. Facility Use application is completed, signed and returned to the employee with one-half of the required fees.
3. Insurance is required for these activities; see INSURANCE REQUIREMENTS.
4. The requestor is then issued a receipt and e-mailed a permit.
5. The second half of the payment is due halfway into the session.

\$25.00 ~~\$15.00~~ per day per camp/workshop shall be deposited into the region's Special Fund Account.

\$25.00 ~~\$15.00~~ per day per camp/workshop shall be deposited in the center's MRP Fund Account for the administrative costs of auditing day camp attendance and set-up for recreation programs. Remaining monies shall be deposited into the Department of Recreation and Parks General Fund Account.

DEVONSHIRE HOUSE
Revised June 2019 (~~Revised 07/04~~)

Hours of Operation
Available Daily until 9:00 p.m.

FACILITY USE FEES

50% to be deposited into the MRP Account.

Reservations require an advance deposit of 50% of the total fees.

Weddings Only	\$250.00 \$100.00			
Weddings & Receptions/ Other Social Gatherings	<u>Basic Rate</u>		<u>Income Generating Rate</u>	
	<u>First 5 Hours</u>	<u>Each Add'l Hour</u>	<u>First 5 Hours</u>	<u>Each Add'l Hour</u>
Groups of 1 - 100	\$600.00 \$400	\$50.00 \$35	\$1,200.00	\$100.00 \$105
Groups of 101 or more	\$650.00 \$450	\$75.00 \$45	\$1,350.00	\$150.00 \$135
Meetings/Classes/Training/ Seminar Sessions	<u>Basic Hourly Rate</u>		<u>Income Generating Basic Hourly Rate</u>	
	\$40.00 \$30.00		\$80.00 \$90.00	

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit **\$300.00** ~~\$250.00~~

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

ADDITIONAL REQUIREMENTS

See WEDDINGS AND SOCIAL GATHERINGS – ADDITIONAL REQUIREMENTS section.

DOG OBEDIENCE CLASSES AND DOG SHOWS

Revised June 2019 (~~Revised 07/10~~)

50% of fees to be deposited into the Department of Recreation and Parks General Fund Account.
50% of fees to be deposited into the Regional Refurbishment Account.

Reservations require an advance deposit of 50% of the total fees.

DOG OBEDIENCE CLASSES

1 hour use	\$90.00 \$50.00
<i>Each additional 30 minutes</i>	\$45.00 \$25.00
<i>Each additional hour</i>	\$90.00 \$50.00

DOG SHOWS

Show Fee (Flat Fee)	\$400.00 \$200.00
Staff Monitor	See GENERAL INFORMATION page for current staff rates

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit	\$100.00 \$50.00
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CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Vendor Fee	See SPECIAL EVENTS/FUNDRAISERS page, under Vendor Fee.
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STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

FELICIA MAHOOD SENIOR CITIZEN CENTER

Revised June 2019 (~~Revised 07/10~~)

Hours of Operation

Saturday and Sunday Only: 9:00 a.m. to 10:00 p.m.

FACILITY USE FEES

50% ~~75%~~ to be deposited into the Department of Recreation and Parks General Fund Account.

50% ~~25%~~ to be deposited into the MRP Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>Basic Rate</u>		<u>Income Generating Rate*</u>	
	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>
Auditorium	\$400.00 \$350	\$100.00 \$75	\$800.00 \$1050	\$200.00 \$225
Lunch Room	\$300.00 \$250	\$75.00 \$50	\$600.00 \$750	\$150.00 \$150

*Any use (class, meeting, activity, etc.) where fees/admission are being charged or donations are collected, either on or off-site by any entity (for-profit, non-profit or individual) must pay this fee.

MAINTENANCE DEPOSIT

Maintenance Deposit* **~~\$500.00~~ ~~\$50 Non-refundable~~**

*20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

Public Address System Set-Up Fee **~~\$75.00~~ ~~\$50~~**
Auditorium Only

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

ADDITIONAL REQUIREMENTS –

See WEDDINGS AND SOCIAL GATHERINGS – ADDITIONAL REQUIREMENTS.

HANSEN DAM PARK/SPORTS CENTER

Revised June 2019 (~~Revised 07/10~~)

FACILITY USE FEES – For Areas #1, #2, #3, #4

50% to be deposited into the center MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account

Reservations require an advance deposit of 50% of the total fees.

Open Space Exclusive Use Daily Fee

<u>Anticipated Attendance</u>	<u>Basic Rate</u>	<u>Income Generating Activity Rate</u>
1 – 250	\$150.00 \$100	\$300.00 \$400
251 - 500	\$300.00 \$250	\$600.00 \$750
501 – 1000	\$700.00 \$450	\$1,400.00 \$1,500
1001 or more	\$1,000.00 \$800	Negotiable by Region Superintendent

AMPHITHEATER USE

\$500.00 (in addition to open space fees above)

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

MAINTENANCE DEPOSIT

Maintenance Deposit (minimum)*

\$100.00 up to \$1,000.00

*Region Superintendent may charge more depending on size and type of event.

20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

ADDITIONAL CHARGES

Vendor Fee

See SPECIAL EVENTS/FUNDRAISERS page,
under Vendor Fee.

Utility Hook-Up

~~\$75.00~~ **\$50.00**

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

CANCELLATION FEE

More Than 2 Weeks Prior to Event

50% Refund of Fees

Less Than 2 Weeks Prior to Event

No Refund of Fees

PERMIT PROCEDURES

See SPECIAL EVENTS/FUNDRAISERS page.

HARBOR VIEW CEMETERY

Revised June 2019

FACILITY USE FEE

100% to be deposited into the Special Fund Account.

	<u>First Two Hours</u>	<u>Each Add'l Hour</u>
Ceremony for Burial site of Casket	\$300.00	\$100.00
Ceremony for Burial of Cremation Urn	\$200.00	\$100.00

ADDITIONAL CHARGES

Burial Staffing	\$75 Staffing at current overtime rate. <i>Minimum of 24 hours for Sr. Gardener, Gardener Caretaker, and Equipment Operator.</i>
Headstone Installation Staffing	\$75 Staffing at current overtime rate. <i>Minimum 4 hours for Gardener Caretaker.</i>

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

JACKIE ROBINSON STADIUM
Revised June 2019 (~~Revised 06/08~~)

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Non-Youth Programming

	<u>First 5 Hours</u>	<u>Each Add'l Hour</u>
Basic Rate and/or No Admission Charged/ No Fundraising	\$450.00 \$300.00	\$80.00 \$60.00
Income Generating Activity and/or Admission Charged/ Fundraising	\$1,000.00 \$900.00	\$200.00 \$180.00

Private Youth or School Teams

Event Use involving admission, sales, per event, fee-generating activity, amplified sound, or where instruction is not the primary purpose of the activity (i.e. graduation, sporting events, etc.) **\$300** **\$500.00 per event**

Instructional Use (i.e. practice and games providing instruction for youth athletes, no admission fees allowed).

Field Use Only	\$16.00	\$25.00 per hour
Field and Bleacher Use	\$26.00	\$35.00 per hour

Note: "Hours" include move-in/move out times. "Fundraising" refers to any money making activity including donations.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)* **\$500.00** ~~\$300.00~~

*Region Superintendent may charge more depending on size of event.

20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

One-time fee per group per organization per year.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Stadium Light Fees	\$20.00 \$30.00 per hour <i>\$12.00 to be deposited into the General Services Department Utility account 100-62. \$8.00 to be deposited into the MRP Fund Account to pay for light bulb replacement and repairs.</i>
Scoreboard and Public Address System	\$10.00 \$30.00 per hour <i>Plus staff fees</i>
Incidental Fees: Soccer or Football Lining	\$25.00 \$50.00 <i>Plus staff fees</i>
Vendor Fees	Refer to SPECIAL EVENTS/FUNDRAISERS page, under Vendor Fee.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

KEN MALLOY HARBOR REGIONAL PARK

Established June 2019

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Group Size</u>	<u>Day Rate</u>
Groups of 1 – 50	\$75.00
Groups of 51 – 100	\$100.00
Groups of 101 - 200	\$150.00
Groups of 201 - 400	\$250.00
Groups of 401 or more	\$350.00*

*Rate may change as negotiated by the Region Superintendent.

CAMPGROUND

Overnight Camping Fee (minimum of 25 people)	\$1.00 per person
Day Use	Picnic Area Fees
Groups of 401 or more	\$350.00*

SPORTS COMPLEX

Use the following pages:

YOUTH SPORTS GROUPS

COMMUNITY RECREATION CENTER – OUTDOOR AREAS

SYNTHETIC TURF SOCCER FIELDS

MAINTENANCE DEPOSIT

Maintenance Deposit (minimum)* **\$100.00/reservation date**

*Region Superintendent may charge more depending on size and type of event.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Reservation Fee	\$25.00 (non-refundable) <i>100% to the Recreation Center MRP Account for processing fees.</i>
Utility Hook-Up Fee	\$75.00 <i>100% to the Department of Recreation and Parks General Fund Account.</i>
Moon Bounce Permitting Fee* <i>Some areas of the park do not allow Moon Bounces.</i>	\$25.00 per day <i>100% to the Recreation Center MRP Account.</i>

*Moon Bounce companies must have current insurance endorsement forms on file with the Department Insurance Coordinators.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

KOREAN BELL – WEDDINGS, CEREMONIES, AND EVENTS

Revised June 2019 (~~Revised 12/14~~)

FACILITY USE FEES

55% to be deposited into the Special Fund Account.

45% to be deposited into the Department of Recreation and Parks General Fund.

Reservations require an advance deposit of 50% of the total fees.

	<u>First Two Hours</u>	<u>Each Add'l Hour</u>
Weddings, Ceremonies, and Events	\$350.00	\$125.00

Maximum number of persons 150.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum) **\$100.00**

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

~~Cancellation prior to 60 days of Event — 50% of Refundable Deposit~~

~~Cancellation within 60 days of Event — 50% of all Fees~~

~~Postponement prior to 60 days of Event — 50% of Refundable Deposit~~

ADDITIONAL CHARGES

Reservation Fee **\$25.00 (non-refundable)**
100% to the Recreation Center MRP Account for processing fees.

Still Photography and Video Permit **\$50.00 per request**
(1 hour maximum in Park)

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

FLEX RATE

For purpose of increasing utilization of facility by the public when demand is low, the Region Superintendent may extend a discount of 20% off the approved base and hourly rates for increments of thirty (30) days. The decision to extend the 20% discount shall be based on analysis of past performances in the subject thirty (30) day period showing less than 50% utilization, and/or results of previous use of Flex Rate pricing if applicable, and/or preliminary data on paid reservations within sixty (60) days

showing less than 50% utilization. The Region Superintendent may authorize application of the Flex Rate for multiple and concurrent thirty (30) day periods.

LEIMERT PARK
Revised June 2019 (~~Revised 07/09~~)

Reservations for one day special events at Leimert Park are subject to the following fees and conditions.

The fees are to be paid in advance to the Director-in-Charge of Jim Gilliam Recreation Center.

Reservations require an advance deposit of 50% of the total fees.

FACILITY USE FEE

100% to be deposited into the Department of Recreation and Parks General Fund Account.

Rate **\$150.00** ~~\$100.00~~

REFUNDABLE DEPOSIT

Refundable Performance Bond and/or Property Damage Deposit **\$250.00**

NON-REFUNDABLE DEPOSIT

Non-Refundable Maintenance Fee (minimum)* **\$200.00**

*Amount of deposit to be refunded shall be determined by the Regions' Grounds Maintenance Division.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Administrative Fee	\$25.00 \$18.00
Utility/Electricity Hook-Up	\$75.00
Staff	\$30.00 \$20.00 per hour, minimum of 2 hours (or current part-time rate)

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

CONDITIONS

- Insurance may be required, depending on type and duration of event and estimated attendance.
- Amplified sound restricted to use between hours of 9:00 a.m. and 6:00 p.m. on Saturdays and Sundays and 10:00 a.m. and 5:00 p.m. Monday through Friday. Amplification to be kept at a level agreed upon by staff person in charge.
- Department of Recreation and Parks does not provide a stage.
- Sales of any kind are prohibited.
- Vehicles on facility are prohibited.

MACARTHUR PARK BANDSHELL – LEVITT PAVILION

Revised June 2019 (~~Revised 08/12~~)

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>First Two Hours</u>	<u>Each Add'l Hour</u>
<u>Bandshell Rental</u> Stage and Grounds Only	\$450.00 \$300	\$125.00 \$75
<u>Bandshell Rental</u> Stage, Backstage, Grounds <i>No Backstage Restroom Access</i>	\$525.00 \$375	\$150.00 \$100
<u>Bandshell Rental</u> Stage, Backstage, Grounds, Backstage Restrooms	\$600.00 \$450	\$175.00 \$125
Rehearsal Fee	\$450.00	\$125.00

MAINTENANCE DEPOSIT

<u>Number of Persons</u>	<u>Refundable</u>	<u>Non-Refundable</u>	<u>Total Deposit</u>
1 - 500	\$500.00	\$100.00	\$600.00
501 - 2500	\$600.00	\$200.00	\$800.00
2501 or more	\$700.00	\$300.00	\$1,000.00

SPECIAL USE FEE

Use of the MacArthur Park Bandshell is available for City and Government Agencies, and Non-Profit groups. The purpose of such usage should involve cultural, educational, and government business activities authorized by the General Manager or his/her designee. All conditions listed apply to Special Use permittees. Special use fees will be calculated at 50% of Facility Use fees plus deposit.

	<u>First Four Hours</u>	<u>Each Add'l Hour</u>
<u>PA System</u> Includes Technician	\$300.00	\$50.00

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees
31 or more days prior to event	\$100.00
30 or less days prior to event	\$350.00

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

OTHER CONDITIONS

- Permittee must adhere to all applicable sound restrictions.
- Additional portable restrooms may be required by Department at the expense of the permittee.
- Permittee is responsible for litter pick-up and all other clean-up.
- Insurance may be required as needed by the Department.

MAR VISTA ROLLER HOCKEY
Revised June 2019 (~~Revised 07/10~~)

FACILITY USE FEES

Facility Use fees to be deposited into the Department of Recreation and Parks General Fund Account.

~~\$5.00~~ \$8.00 Facility Refurbishment Fee to be deposited into the Special Facility Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Rental Group</u>	<u>Hourly Rate</u>
Adult (18 years and older) – Income Generating Activity Rate	\$90.00 \$40
Adult (18 years and older) – Basic Rate	\$45.00 \$35
Youth Sports Organizations and Associations	\$40.00 \$30

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)* **\$100.00**

CANCELLATION FEES

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Use of Scoreboard and Operator ~~\$15.00~~ **\$30.00 plus staff fees**

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

MUNICIPAL ADULT SPORTS
Revised June 2019 (~~Revised 11/10~~)

MUNICIPAL SPORTS FACILITY JURISDICTION

The Municipal Sports Section will have sole jurisdiction over the use of all facility sports fields, (ball fields, soccer, and multi-purpose fields):

- Monday through Friday from ~~6:00~~ 7:00 p.m. to 10:30 p.m.; and
- All day Sunday from 8:00 a.m. to 5:00 p.m.

The Municipal Sports Section will have sole jurisdiction over the use of all facility gymnasiums a minimum of one night per week (Monday through Thursday) from 7:00 p.m. to 10:30 p.m. The night/s per week will be selected by the Facility's Directors-in-Charge and approved by the Region Superintendent. For programming consistency, the selected night per week should not vary from season to season.

PERMITTING

The Department prioritizes the general use of outdoor sports facilities based on the following criteria in descending order:

- 1) Recreation and Parks Department organized activities.
- 2) Long term leases, film permits, conditional use, right of entry, etc.
- 3) Six month or longer revocable permits (i.e. Little Leagues).
- 4) Youth and Adult independent agency requests for permits:
 - a. Permit requests priority will go to agencies requesting to renew existing permits for the same dates as previously permitted.
 - b. New agency requests will be awarded on a first-come, first-serve basis.

Any member of the public can apply for a permit or make a reservation for any facility under the jurisdiction of the Municipal Sports Section provided the time period requested is available.

The Municipal Sports Section may issue permits to a recreation center by request of the Director-in-Charge, at such times when the facility is under Municipal Sports jurisdiction but is not being utilized.

NOTE: Although jurisdiction is scheduled to continue until 10:30 p.m. Monday – Friday, the Municipal Sports Section makes every effort to foster good communication with Facility Directors-In-Charge to adjust game times to the needs of the community. If a facility has received special authority from their immediate supervisor to close earlier than 10:30 p.m., it is important that either the supervisor or the Director-In-Charge inform the Municipal Sports Section, so that scheduling may be adjusted for abbreviated hours.

FIELD USAGE FEES:

All permits issued for outdoor sports facilities will be assessed a ~~\$10.00~~ \$25.00 permit application fee.

INDEPENDENT ADULT GROUPS (excluding soccer):

\$10.00 per hour is to be deposited into the **Regional Municipal Sports Account** – for sports facility refurbishment.

All remaining funds to be deposited into the Recreation and Parks General Fund Account.

The Municipal Sports Section will receive all applications and approve and issue permits for the use of outdoor sports fields for Independent Sports Leagues. The Municipal Sports Section will determine length of permit.

All permits issued for Sunday will be assessed an additional \$4.00 per hour Monitor Fee.

Ball Diamonds, Outdoor Basketball Courts, Multi-Purpose Fields (except for Soccer use)

	<u>Independent Adult Sports Organizations</u> <u>Per Hour Per Field</u>	<u>Private Groups/Businesses Income Generating Activity</u> <u>Per Hour Per Field</u>
Daylight Play	\$35.00 \$25.00	\$70.00 \$60.00
Use of Lights	\$45.00 \$35.00	\$90.00 \$75.00

INDEPENDENT ADULT SOCCER GROUPS (excluding all other sports):

\$10.00 per hour is to be deposited into the **Regional Municipal Sports Account** – for sports facility refurbishment.

All remaining funds to be deposited into the Recreation and Parks General Fund Account.

Field Use Fee for Soccer (excludes synthetic turf fields)

	<u>Independent Adult Sports Organizations</u> <u>Per Hour Per Field</u>	<u>Private Groups/Businesses Income Generating Activity</u> <u>Per Hour Per Field</u>
Daylight Play	\$50.00 \$35.00	\$100.00 \$90.00
Use of Lights	\$60.00 \$45.00	\$120.00 \$105.00

Staff Fee When Facility is Closed See GENERAL INFORMATION page for current hourly rate.

GENERAL

An appropriate performance bond will be added to the above fees as needed (refundable if all conditions met).

Expenditures from the Municipal Sports Account for Field Refurbishment must have the prior authorization of a committee consisting of regional management including Superintendent, Principal Recreation Supervisor, and the Recreation Supervisor in charge of the Municipal Sports Section.

Field Use Permits when Facility is normally closed (including but not limited to Saturday and Sunday nights): In addition to any of the above standard fees, the current hourly rate (see General Information page), with a 3-hour minimum, shall be charged to cover the cost of Staff. This fee shall be deposited in Facility’s MRP Fund Account.

INSURANCE COVERAGE

Insurance coverage may be required. See INSURANCE REQUIREMENTS. All applications received by the Municipal Sports Section requesting Youth and/or Adult sport permits and/or special events will be evaluated by staff to determine the level of risk associated with the level of use requested. All regular, on-going permits will require insurance.

CANCELLATION FEES

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

BENEFIT OR FUNDRAISING AFFAIRS

Refer to SPECIAL EVENTS/FUNDRAISERS page.

ADULT SPORTS LEAGUES (run by Municipal Sports Section)

The Municipal Sports Section is engaged in directing a variety of citywide recreational activities, with an emphasis on Adult League competition, tournament and league administration and implementation.

DEFINITION OF FEES

- RAP General Fund: This fee is charged to all adult teams, including House Leagues, and will be deposited into the Recreation and Parks General Fund.
- Administration Fee: This fee includes, but is not limited to, the following services: League organization and administration, scheduling, facility assignments, officials’ assignments, standings, promotion, supplies and awards. Funds will be deposited into the applicable Municipal Sports MRP Account. \$10.00 of this fee will be transferred to the Youth Sports Enhancement Program Account.
- Bond: The bond is used when a team does not appear for a game. In this case, officials are paid from the bond. The amount is based on the officials’ fee for two games. Unused portions of the bond are refundable at the end of the season (if requested in writing by the bond payer). After three (3) years of inactivity, a bond may revert to the Municipal Sports MRP Account.
- Officials’ Fees: Officials’ Fees are dependent on each sport and paid directly to official(s) immediately prior to each game.
- Maintenance Fee: Used for added maintenance of facilities used for Municipal Sports programming.

Municipal Adult Sports Leagues Fee Breakdown NEXT PAGE

MUNICIPAL ADULT SPORTS LEAGUES FEE BREAKDOWN

Baseball

Administration (General Fund)	\$150.00
Administration (MRP X65)	\$ 60.00
YSEP (MRP X60)	\$ 10.00
Bond (2 Umpires) \$260	\$300.00
Trophies/Awards \$50	\$ 80.00
3 Dozen Baseballs (price may vary)	\$210.00

Basketball

Administration (General Fund)	\$115.00
Administration (MRP X65)	\$ 60.00
YSEP (MRP X60)	\$ 10.00
Bond (2 Officials, Scorekeeper) \$104	\$160.00
Trophies/Awards	\$ 80.00

Flag Football

Administration (General Fund)	\$150.00
Administration (MRP X65)	\$ 85.00
YSEP (MRP X60)	\$ 10.00
Bond (2 Officials)	\$180.00
Trophies/Awards	\$ 80.00

Kickball

Administration (General Fund)	\$115.00
Administration (MRP X65)	\$ 60.00
Bond	\$ 48.00
Trophies/Awards	\$ 77.00

Soccer – 7v7

Administration (General Fund)	\$100.00
Administration (MRP X50)	\$ 60.00
YSEP (MRP X60)	\$ 10.00
Bond	\$120.00
Trophies/Awards	\$ 80.00

Soccer – 11v11

Administration (General Fund)	\$150.00
Administration (MRP X50) \$60	\$ 80.00
YSEP (MRP X60)	\$ 10.00
Bond (3 Officials) (2 Officials) \$240	\$320.00
Trophies/Awards \$60	\$ 80.00
Equipment	\$ 55.00

Softball – Slow Pitch

Administration (General Fund)	\$150.00
Administration (MRP X65)	\$ 60.00
YSEP (MRP X60)	\$ 10.00
Bond (1 Umpire) (2 Officials) \$80	\$ 64.00
Trophies/Awards \$50	\$ 76.00
1 Dozen Softballs (price may vary)	\$ 55.00

Volleyball

Administration (General Fund) \$50	\$115.00
Administration (MRP X65)	\$ 60.00
YSEP (MRP X60)	\$ 10.00
Bond	\$ 30.00
Trophies/Awards \$50	\$ 80.00
Equipment	\$ 10.00

All Sports: Per game official's fees to be paid in cash before each game

OFFICIALS' BOND: Used when the official does not show up for an assigned game.

Basketball/Baseball/Soccer **\$30.00** ~~\$25.00~~

O'MELVENY PARK
Revised June 2019 (~~Revised 07/03~~)

Hours of Operation
Available Daily 10:00 a.m. to 6:00 p.m.

Picnic area northeast of Bee Canyon Creek.

Reservations require an advance deposit of 50% of the total fees.

FACILITY USE FEE

50% to be deposited into the Recreation Center MRP Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

<u>Section</u>	<u>Day Rate</u>
I or II	\$75.00 \$55
III	\$300.00 \$250

MAINTENANCE DEPOSIT

The security deposit is refundable if the site is left in proper order. This fee shall be paid in advance at the time of reservation and is forfeited if the applicant cancels less than 30 days before the reservation date. Fee is refundable only in case of rain, or the date may be rescheduled.

Section I and II **\$100.00** ~~\$200~~
Non-Refundable/Refundable Maintenance Deposit*

Section III **\$250.00** ~~\$200~~
Non-Refundable/Refundable Maintenance Deposit*

*20% is a Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Moon Bounce Permitting Fee* **\$25.00** ~~\$20.00~~ per day
100% to the Recreation Center MRP Account.

*Moon Bounce companies must have current insurance endorsement forms on file with the Department Insurance Coordinators.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

CONDITIONS

- Alcohol will not be permitted.
- Parking on Department property only.

PAN PACIFIC AMPHITHEATER & PICNIC AREA

Revised June 2019 (~~Revised 06/08~~)

FACILITY USE FEES – Amphitheater

50% to be deposited in the Special Fund Account.

50% to be deposited in the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Reservations for special events are limited to one day per weekend.

		<u>Basic Rate</u>	<u>Income Generating Activity Rate</u>
Event Fee	\$200 \$250 \$275	\$300.00	\$400 \$600.00

In addition to the flat fee, booth fees etc. will apply. Refer to SPECIAL EVENT/FUNDRAISER page of this manual.

MAINTENANCE DEPOSIT

Maintenance Deposit (minimum)* ~~\$250~~ **\$500.00**

*Region Superintendent may charge more depending on size of event.

20% is a non-refundable Maintenance Fee. 80% is refundable.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Utility Hook-Up ~~\$25~~ **\$75.00**

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

FACILITY USE FEES – Picnic Area

\$15.00 of the permit fee shall be deposited into the Region’s Special Fund Account for maintenance costs and replacements of barbecues (\$10.00 for maintenance, \$5.00 for replacement of barbecues). Remaining monies will be deposited into the Department of Recreation and Parks General Fund Account.

<u>Group Size</u>	<u>Basic Rate</u>
Groups of 1 – 50	\$75.00
Groups of 51 – 100	\$100.00
Groups of 101 - 200 300	\$150.00 \$200

REFUNDABLE DEPOSIT

Groups 1 - 100	\$50.00 per permit
Groups 101 - 200	\$75.00 per permit

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees
91 days or more prior to event	10% of rental fees
61 – 90 days prior to event	20% of rental fees
31 – 60 days prior to event	30% of rental fees
30 days or less prior to event	40% of rental fees

ADDITIONAL CHARGES

Reservation Fee	\$25.00 (non-refundable) <i>100% to the Recreation Center MRP Account for processing fees.</i>
Utility Hook-Up Fee	\$25 \$75.00 <i>100% to the Department of Recreation and Parks General Fund Account.</i>
Moon Bounce Permitting Fee*	\$25.00 per day <i>100% to the Recreation Center MRP Account.</i>

*Moon Bounce companies must have current insurance endorsement forms on file with the Department Insurance Coordinators.

OTHER CONDITIONS

- Permittee must provide off-site parking and shuttle service for all events with expected attendance of 200 or more.
- Department security and/or porta-potties may be required depending on type or time of event.

PAN PACIFIC RECREATION CENTER

Revised June 2019 (~~Revised 07/07~~)

FACILITY USE FEES – INDOOR AREAS

90% of Facility Use fees to be deposited into the Department of Recreation and Parks General Fund Account.

10% to be deposited into recreation center MRP Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Gymnasium Rental</u>	1st 3 hrs <u>Basic</u> Ea add hr <u>Basic Hourly Rate</u>		<u>Income Generating Hourly Rate</u>		
	\$100	\$40	\$60.00	1st 3 hrs <u>\$150.00</u>	Ea add hr <u>\$120</u>
Single Gym	\$100	\$40	\$60.00	\$300	\$300.00
Double Gym	\$300	\$100	\$130.00	\$900	\$300

REFUNDABLE DEPOSIT

Groups of 100 or less	\$100.00	\$200.00
Groups of 100 or more	\$200.00	\$300.00

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees
More than 90 days prior to event	\$25.00 \$ 50.00
61 through 90 days prior to event	\$50.00 \$100.00
Within 60 days prior to event	\$75.00 \$150.00

ADDITIONAL CHARGES

Use of Scoreboard and Operator **\$30.00** ~~\$10.00~~ per hour plus staff fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

PICNICS

Revised June 2019 (~~Revised 07/10~~)

Reservations for use of designated picnic areas may be made for groups of any size which the facility can accommodate.

Reservations require an advance deposit of 50% of the total fees.

FACILITY USE FEES

\$15.00 of the permit fee shall be deposited into the Region’s Special Fund Account for maintenance costs and replacements of barbecues (\$10.00 for maintenance, \$5.00 for replacement of barbecues). Remaining monies will be deposited into the Department of Recreation and Parks General Fund Account.

<u>Group Size</u>	<u>Daily Rate</u> (Pending Availability)
Groups of 1 – 50	\$75.00
Groups of 51 – 100	\$100.00
Groups of 101 - 200	\$150.00

RESERVATION FEE

~~All reservations include a \$25 non-refundable permit fee to be deposited into the Region’s MRP Fund Account for processing fees.~~

REFUNDABLE DEPOSIT

Region Superintendent may charge a maintenance deposit depending on the size and nature of the event.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees
91 days or more prior to event	10% of rental fees
61 – 90 days prior to event	20% of rental fees
31 – 60 days prior to event	30% of rental fees
30 days or less prior to event	40% of rental fees

ADDITIONAL CHARGES

Reservation Fee	\$25.00 (non-refundable) <i>100% to the Recreation Center MRP Account for processing fees.</i>
Utility Hook-Up Fee	\$75.00 \$50.00 <i>100% to the Department of Recreation and Parks General Fund Account.</i>
Moon Bounce Permitting Fee*	\$25.00 \$20.00 per day <i>100% to the Recreation Center MRP Account.</i>

*Moon Bounce companies must have current insurance endorsement forms on file with the Department Insurance Coordinators.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

RACING EVENTS
Revised June 2019 (~~Revised 07/10~~)

BASIC CHARGE

50% ~~40%~~ to be deposited into the Department of Recreation and Parks General Fund Account.

50% ~~45%~~ to be deposited into the Special Fund Account.

~~15% to be deposited into the Maintenance MRP Fund Account~~

Reservations require an advance deposit of 50% of the total fees.

FACILITY USE FEES

	<u>First 3 Hours*</u>	<u>First 5 Hours*</u>	<u>Each Add'l Hour</u>
Youth Cross Country Meets All Schools	\$250.00 \$200	-	\$60.00 \$50
All Races Non-Profit Organizations	-	\$850.00 \$750	\$125.00 \$100
All Races For-Profit and Commercial Entities	-	\$2800.00 \$2000	\$300.00 \$270

*Charges also apply during set-up and clean-up time.

PAYMENT OF FEES

The total amount of all fees and deposits due shall be paid at least 60 days prior to the date of the event.

Department Sponsorship

Event must meet sponsorship criteria established in the NO-FEE-WAIVER POLICY. If granted, only use fees will be underwritten, all other fees including staff, clean-up, and vendor fees apply.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)* **\$500.00**

*Assessment of litter and damages will be determined after event. All or portion may be refundable.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Reservation Fee

\$85.00 ~~\$75.00~~

Vendor Fees

See SPECIAL EVENTS/FUNDRAISER page,
Vendor Fees.

*Portable Restrooms may be required of the event
organizer.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

RAMONA HALL COMMUNITY CENTER – Banquet Hall
 Revised June 2019 (~~Revised 12/14~~)

Ramona Hall Community Center Banquet Hall may be utilized for special events, based on availability, under the following guidelines and fee structure.

FACILITY USE FEES

50% ~~55%~~ to be deposited in the facility MRP Fund Account.

50% ~~45%~~ to be deposited in the Department of Recreation and Parks General Fund.

Reservations require an advance deposit of 50% of the total fees.

The total amount of all rental fees and deposits due shall be paid in full at least 60 days prior to the scheduled date of use. Otherwise, the reservation may be canceled.

	<u>First 3 Hours</u>	<u>First 6 Hours</u>	<u>Each Add'l Hour</u>
Monday - Thursday	\$200.00	-	\$65.00
Friday or Sunday	-	\$650.00	\$75.00
Saturday, Holiday, Day Prior to Holiday	-	\$850.00	\$75.00

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (Minimum) **\$500.00**

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

~~Cancellation prior to 60 days — 50% of refundable deposit~~

~~Cancellation within 60 days — 50% of all fees~~

~~Postponement prior to 60 days — 50% of refundable deposit~~

ADDITIONAL CHARGES

Rehearsal Fees **50% of Facility Use Fee**

Rehearsals may be scheduled within 60 days of the event.

Exclusive Parking Lot Use *

First 6 Hours **\$150.00**

Each Add'l Hour **\$40.00**

*Available only when programming permits and at the discretion of the Director in Charge. Does not include staff monitoring fee.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of

activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

FLEX RATE

For purpose of increasing utilization of facility by the public when demand is low, the Region Superintendent may extend a discount of 20% off the approved base and hourly rates for increments of thirty (30) days. The decision to extend the 20% discount shall be based on analysis of past performances in the subject thirty (30) day period showing less than 50% utilization, and/or results of previous use of Flex Rate pricing if applicable, and/or preliminary data on paid reservations within sixty (60) days showing less than 50% utilization. The Region Superintendent may authorize application of the Flex Rate for multiple and concurrent thirty (30) day periods.

ALCOHOL POLICY

City contracted bar services must provide and serve all beverages when alcohol is served.

SEPULVEDA BASIN OFF-LEASH DOG PARK

Revised June 2019 (~~Revised 07/10~~)

GENERAL

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

~~The Friskies Petcare Company is allowed four free events (12 days maximum) per year, including filming.~~

~~Except for Friskies Petcare Company events,~~ No more than 50% of the five acre off-leash dog park will be available for use at a time.

Department will determine amount of park needed to conduct dog obedience classes, dog shows, or any other dog related events.

DOG OBEDIENCE CLASSES

1 hour use	1 Hour Use	\$50.00	\$90.00
Each additional 30 minutes	1 1/2 Hours Use	\$80.00	\$45.00
Each additional hour	2 Hours Use	\$100.00	\$90.00
	3 Hours Use	\$125.00	

DOG SHOWS

Show Fee (Flat Fee)		\$200	\$400.00
Staff Monitor	See GENERAL INFORMATION page for current staff rates		

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit	\$100.00	\$300.00
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CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Vendor Fee	See SPECIAL EVENTS/FUNDRAISERS page, under Vendor Fee.
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STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

SPECIAL EVENTS/FUNDRAISERS

Revised June 2019 (~~Revised 07/10~~)

Including but not limited to public service activities, arts and crafts, baseball card shows, ethnic fairs, white elephant sales, festivals, and fiestas. Fees are to be charged for each area used and for each activity as applicable.

FACILITY USE FEES

Open Space Exclusive Use Daily Fee

100% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Anticipated Attendance</u>	<u>Use Fee – Free Admission</u>	<u>Use Fee – Admission Charged</u>
1 – 250	\$150.00 \$100	\$300.00 \$350
251 – 500	\$300.00 \$250	\$600.00 \$750
501 – 1,000	\$700.00 \$500	\$1,400.00 \$1,500
1,001 or more	\$1,000.00* \$850 minimum	Negotiable by the Regional Superintendent**

*The minimum negotiated fee for each additional 1,000 attendees is **\$150.00** ~~\$100~~.

The minimum negotiated fee for each additional 1,000 attendees is **\$300.00 ~~\$250~~.

VENDOR FEE

100% to be deposited into the facility MRP Fund Account.

	<u>Rate Per Day Per Booth/ 10 x 10 Equivalent Activity Area</u>
Public Agency/Education booths (no sales of any kind)	No Fee
Non-Profit Organizations (may have sales)	\$50.00
For-Profit Organizations (may have sales)	\$100.00
Commercial Entities (purpose is display of company/logo/product/name and/or commercial sales are conducted)	\$200.00

ALCOHOL SALES

75% of alcohol sales surcharge to be deposited into the center MRP Fund Account.

25% to be deposited into the Department of Recreation and Parks General Fund.

20% of gross alcohol sales is required per Department Policy – Refer to ALCHOHOLIC BEVERAGES.

OUTDOOR FIELDS

Refer to COMMUNITY RECREATION CENTER page.

Athletic usage only. Use of outdoor fields for other than athletic usage shall be charged Open Space Exclusive Use Fee.

INDOOR AREAS

Refer to COMMUNITY RECREATION CENTER page.

ADDITIONAL CHARGES

Parking Lot Fee	\$2.00/per parking space per calendar day. <i>50% of fee to be deposited into the Region Special Fund Account.</i>
	(For special event purposes. Parking not available on a continuing or long-term basis.)
Utility Hook-Up	\$75.00 \$50 per day (plus cost of staff as necessary)

INSURANCE

Some events require insurance. Examples include, but are limited to, events where:

- The estimated attendance is in excess of 1,000 persons.
- Large amounts of cash (\$5,000+) or quantities of merchandise will be brought onto park property.
- Large quantities of food will be prepared on the premises or catered and sold to the general public.

See the INSURANCE REQUIREMENTS section for further details.

MAINTENANCE DEPOSIT

Maintenance Deposit (minimum)* **\$500.00**

*Region Superintendent may charge more depending on size of event. 20% is a non-refundable Maintenance Fee. 80% is refundable.

If the Director-in-Charge (DIC) and/or Maintenance Supervisor believe that the above amount will not be sufficient to fully cover clean-up costs, a higher refundable deposit may be charged.

It is the responsibility of the Permittee to keep the event area clean and free of litter during the entire event. Sufficient trash receptacles (quantity and size to be approved by the Maintenance District Supervisor) must be provided. If the Department does not have the required number of receptacles available, the Permittee must provide a sufficient quantity to the satisfaction of the Maintenance District Supervisor.

If, in the opinion of the Maintenance District Supervisor, a dumpster is required to accommodate the anticipated trash, the Permittee is responsible for providing a dumpster and insuring that trash receptacles are regularly emptied into the dumpster during the event.

PORTABLE SANITARY FACILITIES

Requirement meets Health Department Standards One (1) for every 200 (or fraction of) expected attendance.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

CARNIVAL (Rides and Game Booths)

If a Permittee requests to add rides and/or game booths to a fair, that portion of the event is classified as a “carnival”. If the Permittee’s request for carnival activities must be conducted by a Department approved carnival operator and such activities shall be subject to the Department’s carnival policies, procedures and fees. (refer to Department Instruction No. 321 and the Schedule of Rates and Fees, “Carnivals”).

PERMIT PROCEDURES

It is the responsibility of the Director-in-Charge to collect fees and deposit collected fees into the appropriate accounts.

Booth/Vendor Rental Fee	MRP Fund Account and/or Special Fund Account
Facility Use Fee	RAP General Fund
Refundable Deposit	MRP Fund Account and/or Special Fund Account
Trash Receptacle Fee (if any)	Special Fund Account
Part-Time Staff Fee	MRP Fund Account and/or Special Fund Account
Full-Time Staff Fee	MRP Fund Account and/or Special Fund Account
Event Monitor	MRP Fund Account and/or Special Fund Account

The completed application for the fair and the plot plan are forwarded to the Recreation District Supervisor for approval, and then to the Region Insurance Coordinator.

Upon receiving evidence of acceptable insurance from the Permittee, the Insurance Coordinator prepares the permit and sends copies of the permit and plot plan to the following:

1. Permittee
2. Director-in-Charge
3. Recreation District Supervisor
4. Maintenance District Supervisor
5. Park Ranger Office
6. Office of Public Safety – GSD\
7. County Health Department
8. Fire Department
9. Police Department

This page replaces the following 9 pages: Boyle Heights Sports Center Synthetic Turf Field, Delano Soccer Fields, Griffith Soccer Field, Macarthur Park Synthetic Meadow, Mar Vista Recreation Center, Rio De Los Angeles State Park, Ross Snyder Soccer Field, Seoul/International Park Synthetic Turf Field, & Vista Hermosa Synthetic Turf Field

SYNTHETIC TURF SOCCER FIELDS (Non - RAP Programs)

Established June 2019

The following fees shall govern all Synthetic Turf (Artificial Turf) soccer fields with the exceptions of the Soboroff Sports Field at EXPO Center and Jackie Robinson Stadium at Rancho Cienega Sports Complex.

PERMITTING

At each Synthetic Turf field, the respective Region Superintendent shall determine use and/or permitting time jurisdiction between Facility/Region Recreation staff and the Municipal Sports Section allowing Recreation Center programs first right of refusal for times of usage.

The Department prioritizes the general use of outdoor sports facilities based on the following criteria in descending order:

- 1) Recreation and Parks Department organized activities.
- 2) Long term leases, film permits, conditional use, right of entry, etc.
- 3) Six month or longer revocable permits (i.e. Little Leagues).
- 4) Youth and Adult independent agency requests for permits:
 - a. Permit requests priority will go to agencies requesting to renew existing permits for the same dates as previously permitted.
 - b. New agency requests will be awarded on a first-come, first-serve basis.

FIELD USE FEES

25% is to be deposited into the Regional Municipal Sports Account – for sports facility refurbishment.
 25% is to be deposited into the Center MRP Refurbishment Account.
 50% is to be deposited into the General Fund Account.

All permits issued for outdoor sports facilities will be assessed a **\$25.00** permit application fee to be deposited into the Regional Municipal Sports Account or Center MRP Refurbishment Account, whichever is the permitting agency. An additional hourly Staff Fee may be assessed in addition to Rental Rates (See STAFF FEES below).

Reservations require an advance deposit of 50% of total fees.

INSURANCE COVERAGE

Refer to INSURANCE REQUIREMENTS page.

Adult Rental Groups

Full Field Length	<u>Mini</u>	<u>Small</u>	<u>Medium</u>	<u>Large</u>
	<u>124 feet or less</u>	<u>125-249 feet</u>	<u>250-300 feet</u>	<u>301+ feet</u>
	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>
Daylight Use	\$40.00	\$50.00	\$55.00	\$60.00
Use of Lights	\$50.00	\$60.00	\$65.00	\$70.00

Youth Rental Groups

A “Youth Size Field” is either a Full Mini, Small, or Medium Field or Half of a Large Field.

YOUTH SPORTS ORGANIZATIONS AND ASSOCIATIONS (e.g. Y.M.C.A., C.Y.S.O., A.Y.S.O.)

This fee applies to ages 17 years old and under Youth Sports Organizations and Associations (not individual teams) during their traditional regular season that have no restrictions to their registration of participants (other than age divisions). This fee does not apply to pre or post season play, tournaments, or all-stars, clubs, and travel teams.

All Youth Size Fields	<u>Recreation Center</u> <u>Hourly Rate</u>	<u>Subsidized Center</u> <u>Hourly Rate</u>
Daylight Use	\$20.00	\$15.00
Use of Lights	\$25.00	\$20.00

PRIVATE YOUTH GROUPS, PRIVATE SCHOOLS, ALL YOUTH TOURNAMENTS, AND NON-TRADITIONAL USE BY YOUTH SPORTS ORGANIZATIONS

Including but not limited to: private, individual youth teams, travel teams, club teams, all-star teams, tournament teams, and use outside of traditional regular season.

Full Field Lengths	<u>Mini/Small</u> <u>Hourly Rate</u>	<u>Medium/Large</u> <u>Hourly Rate</u>
Daylight Use	\$40.00	\$50.00
Use of Lights	\$50.00	\$60.00

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)* **\$100.00**

*To be deposited into the Regional Municipal Sports Account or Center MRP Refurbishment Account, whichever is the permitting agency. Should only be refunded if Permittee performed basic clean-up and litter pick-up. If not, amount shall be transferred to MRP **Fund** Account.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

STAFF FEES

If staff to monitor the fields is required for entire permitted time, permits issued will be assessed a staff fee per hour. Part-time staff fees are established in the GENERAL INFORMATION section. Staff fees may be reduced if only one staff is monitoring multiple fields. If staff is not required for entire permitted time, permits issued will be assessed an additional \$5.00 per hour for staff to open and close the restrooms.

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

WATTS SENIOR CITIZEN CENTER

Revised June 2019 (~~Revised 07/10~~)

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>
Outdoor Events & Rose Garden Weddings	\$250.00 \$200	\$50.00
Auditorium and Kitchen	\$375.00 \$350	\$50.00
Dining Room and Kitchen	\$250.00 \$200	\$40.00
Auditorium, Dining Room, and Kitchen	\$400.00 \$375	\$60.00
Lounge	\$200.00 \$185	\$40.00
Atrium	\$150.00 \$125	\$35.00
Craft Room	\$150.00 \$125	\$35.00
Kitchen	\$75.00 \$50	-

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (Minimum) **\$100.00**

ADDITIONAL CHARGES

Public Address System (Set-up Free) **\$75.00 ~~\$50.00~~**

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

SPECIAL RATES FOR MEMBERS OF THE WATTS SENIOR CITIZEN CENTER

Members of the Watts Senior Citizen Center shall pay fees in accordance with the rates set for "Community Recreation Centers" (see appropriate pages in this manual for fee information).

OTHER CONDITIONS

- Alcohol is prohibited at this facility.
- All events must end no later than 10:30 p.m.
- Permittee must adhere to all applicable sound restrictions.
- Permittee is responsible for litter pick-up and all other clean-up.
- Insurance may be required as needed by the Department.

WESTCHESTER SENIOR CITIZEN CENTER

Revised June 2019 (~~Revised 07/10~~)

FACILITY USE FEES

50% to be deposited into the Department of Recreation and Parks General Fund Account.

50% to be deposited into the MRP Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>Basic Rate</u>		<u>Income Generating Rate</u>	
	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>
Building	\$500.00	\$100.00	\$1,000.00	\$200.00
Kitchen	\$75.00 \$50	-	-	-
Lounge	\$75.00 \$50	-	-	-

MAINTENANCE DEPOSIT

Maintenance Deposit* **\$500.00** ~~\$100.00 minimum~~

*20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

Public Address System Set-Up Fee **\$75.00** ~~\$50.00~~

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

WESTWOOD RECREATION COMPLEX

Revised June 2019 (~~Revised 06/08~~)

FACILITY USE FEES – INDOOR AREAS

90% of Facility Use fees to be deposited into the Department of Recreation and Parks General Fund Account.

10% to be deposited into recreation center MRP Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Gymnasium Rental</u>	<u>Basic</u>		<u>Basic Hourly Rate</u>	<u>Fee Generating Hourly Rate</u>		
	<u>1st 3 Hrs</u>	<u>Add hr</u>		<u>1st 3 Hrs</u>	<u>Add hr</u>	
Single Gym	\$100	-\$40	\$70.00	\$300	-\$120	\$150.00
Double Gym	\$300	\$100	\$150.00	\$900	\$300	\$300.00

RACQUETBALL FACILITY USE FEES

Membership Yearly reservation card fee (Jan. 1 – Dec. 31) **\$50.00** ~~\$40~~
100% deposited to MRP Fund Account.

Reservation card purchases after July 1 **\$25.00** ~~\$20~~
100% deposited to MRP Fund Account.

<u>Court Fees</u>	<u>Hourly Rate</u>
Weekdays 6:00 a.m. – 4:00 p.m.	\$15.00 \$11
Weekdays 4:00 p.m. – 11:00 p.m. <i>*\$1.00 per hour to MRP Fund Account</i>	\$18.00* \$13
All day Saturday, Sunday & Holidays	\$18.00 \$13

REFUNDABLE DEPOSIT

Groups of 100 or less	\$100.00	\$200.00
Groups of 100 or more	\$200.00	\$300.00

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 weeks Prior to Event **No Refund of Fees**

More than 90 days prior to event	\$25.00	\$50.00
61 through 90 days prior to event	\$50.00	\$100.00
Within 60 days prior to event	\$75.00	\$150.00

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

WILKINSON SENIOR CITIZEN CENTER
 Revised June 2019 (~~Revised 07/10~~)

FACILITY USE FEES

50% to be deposited into the Department of Recreation and Parks General Fund Account.

50% to be deposited into the MRP Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>Basic Rate</u>		<u>Income Generating Rate</u>	
	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>
Auditorium	\$500.00 \$350	\$100.00 \$75	\$1,000.00 \$1050	\$200.00 \$225
Lunch Room	\$350.00 \$250	\$75.00 \$50	\$700.00 \$750	\$150.00

MAINTENANCE DEPOSIT

Maintenance Deposit* ~~\$500.00~~ ~~\$50.00~~

*20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

Public Address System Set-Up Fee ~~\$75.00~~ ~~\$50.00~~

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

WOODLEY CRICKET FIELDS
Revised June 2019 (~~Revised 06/08~~)

FACILITY USE FEES

50% to be deposited into the Special Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Cricket Field – Exclusive Use	\$200.00 \$144 per day
Cricket Field – Public Use When Available	\$50.00 per hour

SEASONAL RATE

Any organization with a seasonal permit must make available to the general public at least one field per month.

Sports Organizations and Associations (e.g. Southern California Cricket Association) <i>For months April through November</i>	\$3,300.00 \$3000 per field
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REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)*	\$300.00 \$100.00
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*Amount of deposit to be refunded shall be determined by the Regions' Grounds Maintenance Division.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

OTHER CONDITIONS

- Insurance may be required as needed by the Department.

YOUTH SPORTS GROUPS
Revised June 2019 (~~Revised 07/10~~)

All permits issued for outdoor sports facilities will be assessed a \$25.00 ~~\$10~~ permit application fee. Reservations require an advance deposit of 50% of total fees.

From the fees below, \$5.00 per hour is to be deposited into the **Regional Municipal Sports Account** – for sports facility refurbishment.

Private, non-profit youth sports leagues providing maintenance and repair of sports fields shall not be required to pay the \$5.00 per hour, per field maintenance fee (i.e. Little League).

Remaining funds to be deposited into the **Department of Recreation and Parks General Fund Account**.

YOUTH SPORTS ORGANIZATIONS AND ASSOCIATIONS (e.g. Y.M.C.A., C.Y.S.O., A.Y.S.O)
This fee applies to ages 17 years old and under Youth Sports Organizations and Associations (not individual teams) during their traditional regular season that have no restrictions to their registration of participants (other than age divisions). This fee does not apply to pre or post season play, tournaments, or all-stars, clubs, and travel teams.

FIELD USE FEES

Recreation Center – Hourly Rate, Per Field

Year	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Daylight Use	\$10 \$12.00	\$13.00	\$14.00	\$15.00	\$16.00
Use of Lights	\$12 \$14.00	\$15.00	\$16.00	\$17.00	\$18.00

Subsidized Center – Hourly Rate, Per Field

Year	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Daylight Use	\$8 \$9.00	\$10.00	\$11.00	\$12.00	\$13.00
Use of Lights	\$10 \$11.00	\$12.00	\$13.00	\$14.00	\$15.00

Tournament Fees

A fee of **\$35.00** ~~\$25.00~~ per hour will be charged during the day and **\$45.00** ~~\$35.00~~ per hour at night for baseball, softball, flag football, and soccer or any multi-purpose field.

PRIVATE YOUTH OR SCHOOL TEAMS

Including but not limited to: private, individual youth teams, travel teams, club teams, all-star teams, tournament teams, and use outside of traditional regular season.

FIELD USE FEES

	<u>Day</u> Basic Hourly Rate, Per Field	<u>Night</u> Basic Hourly Rate, Per Field
<u>Recreation Center</u> Use of baseball, softball, flag football, and soccer fields.	\$35.00 \$25.00	\$45.00 \$35.00
<u>Subsidized Center</u> Use of baseball, softball, flag football, and soccer fields.	\$30.00 \$25.00	\$40.00 \$35.00
	<u>Recreation Center</u> Hourly Rate	<u>Subsidized Center</u> Hourly Rate
Use of Gymnasiums	\$60.00* \$50.00	\$50.00* \$40.00

*90% is to be deposited into the Department of Recreation and Parks General Fund Account. 10% is to be deposited into center MRP Account.

Private, Parochial, L.A.U.S.D. and non-L.A.U.S.D. school teams are only exempted from fees if there is a reciprocal agreement between the center and the school by which the Department received an equivalent value in facility use, materials and/or other in-kind services, as determined by the Principal Recreation Supervisor.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit **\$100.00 per permit**

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Fundraising Events	See SPECIAL EVENTS/FUNDRAISER page.
Admission	If an admission is charged for an event, the standard income generating fee for standard building or field will apply.

STAFF FEES

If staff to monitor the fields is required for entire permitted time, permits issued will be assessed a staff fee per hour. Part-time staff fees are established in the GENERAL INFORMATION section. Staff fees may be reduced if only one staff is monitoring multiple fields. If staff is not required for entire permitted time, permits issued will be assessed an additional \$5.00 per hour for staff to open and close the restrooms.

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

GENERAL INSTRUCTIONS AND POLICIES REGARDING RATES AND FEES

Revised June 2019

1.0 DEVIATIONS FROM ESTABLISHED FEES

The following rates and fees have been approved by the Recreation and Parks Board of Commissioners, under the legal authority of the City of Los Angeles City Charter. No deviation, reduction, or waiver of rates and fees charges shall be allowed without approval of the Board. Further, it is the policy of the Board that no deviation, reduction, or waiver of rates and fees charges or other priority use or privileges will be afforded to any group or organization that discriminates or is found to discriminate on the basis of race, religion, national origin, ancestry, sex, sexual orientation, age, physical handicap, marital status or medical condition.

1.1 NO-FEE WAIVER POLICY

It is the policy of the Board of Recreation and Parks to deny all requests for waiver of fees. The Department may underwrite facility use fees if the sponsorship criteria state in the No-Fee Waiver policy (Board Report No. 013-2017, dated 6/8/03) is met. Appropriate staff, and the General Manager, must approve the request. Salaries and expenses associated with the event will not be underwritten. Also, City Council declaration of a “special event” does not waive Recreation and Park Department fees. Full description of the No-Fee Waiver Policy follows the General Information pages.

1.2 DISCOUNTED FEES FOR LOW INCOME RECREATION CENTERS

Facilities designated as Underserved, on the list which follows, qualify for discounted rates only as specified within the Rates and Fees pages.

1.3 CITY / GOVERNMENT USE

City agencies and government entities, for conduct of training, work meetings, and other government business activities authorized by the General Manager or an appointed designee, are exempt from facility use fees, subject to availability. Staff fees apply outside of normal facility hours. This exemption does not apply to facilities where a specific fee for Department, City, or other government use has been addressed **or for facilities for which the primary use is public rental for weddings and social events.**

1.4 GROUPS EXEMPTED FROM PAYMENT OF FEES

This policy, found in the *Community Recreation Center* page, shall apply to all recreation centers, community centers, sports centers, and senior citizen centers, unless a specific list of exempted groups has been approved for the respective facility.

2.0 INSURANCE REQUIREMENTS

Insurance may be required for certain types of events or programs. Please refer to the Insurance Requirements section of this manual. Insurance is required for all activities except meetings, classes, educational exhibits, and other low risk activities as outlined in the Department’s Insurance Requirements Policy. Permitted activities may not begin until Proof of Insurance is accepted by the City Risk Manager. Allow 30 days for this approval. The standard General Liability requirement is \$1,000,000 but may be higher depending on the risk level of the activities undertaken. Directors must provide the Department’s Insurance Coordinators with copies of the permit application and Proof of Insurance. There are two acceptable forms of Proof of Insurance:

1) A Certificate of Insurance issued through the Municipal Insurance Service, Inc. (1-800-420-0555); or 2) City of Endorsement forms completed by the permittee's insurance company, naming the City of Los Angeles as an additional insured.

3.0 ALCOHOL POLICY

The selling, serving, and consumption of alcoholic beverages on Department property must comply with the Department's Alcoholic Beverage policy. Please refer to the Alcoholic Beverage Policy section in this manual. **At facilities for which the primary use is public rental for weddings and social events, the Department's contracted bar services must provide and serve all beverages when alcohol is served.**

4.0 ALLOCATION OF FEE DEPOSITS

Unless otherwise stated, all monies collected are to be deposited into the General Fund #2790. Instructions for depositing monies into an account other than the General Fund are written in italics.

4.1 DEPOSITS TO ACCOUNT 1750

Monies deposited into account 1750 are only to be used for sports facility repairs/refurbishment and gym floors/equipment. Expenditures must be approved by the District Recreation Supervisor and the Principal Recreation Supervisor.

4.2 UTILITY USE FEE

Unless otherwise specified, the standard utility use fee is **\$75.00** per day. *The fee is to be deposited to General Services Department utility account 100-62.*

5.0 DEFINITIONS

5.1 ADULTS, YOUTH, SENIOR CITIZENS, AGE GROUPS

When separate fees are charged for Adults, Youth, and Senior Citizens, and the age range for each are not specified, the following criteria shall be used:

Adults -- Ages 18-49

Youth -- Ages 17 years and younger

Senior Citizen -- 50 years and older

5.2 HOLIDAYS

Holidays are: New Year's Day, Martin Luther King Jr. Day, President's Day, Cesar Chavez Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, the Friday after Thanksgiving, Christmas Day. When any of these holidays fall on a Sunday, the holiday will be observed on the following Monday.

5.3 FEES

Fees stated in terms of "First X number of hours" are to be applied for consecutive use in the same day. Fees are not to be prorated. The fee stated shall apply to any portion of use within that time period.

6.0 STAFF FEES

6.1 PART-TIME FEES

Unless otherwise stated, part-time staff coverage fee are **\$30.00** per hour and are to be deposited into the facility MRP Account.

6.2 FULL-TIME FEES

Full-time staff coverage fees will be charged at the current overtime rate and are to be deposited into the General Fund.

6.3 PARK RANGER FEES

Refer to the Park Rangers page for staff rates for security, traffic control, or related duties in support of permitted uses.

6.4 ADDITIONAL STAFFING NEEDS

At the discretion of the Region Superintendent, or equivalent level manager, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. This may include requirements for hiring through the Department one or more Security Officers for time before, during, and after an event.

SUBSIDIZED CENTERS
Revised June 2019

Subsidized Centers are in communities where the average household income is less than \$60K per year.

109 Street	El Sereno	Lemon Grove	Rosecrans
Algin Sutton	El Sereno SCC	Lincoln Heights	Ross Snyder
Alpine	Elysian Valley	Lincoln Heights SCC	Seoul International Park (Ardmore)
Banning	Evergreen	Lincoln Heights Youth Center	Sepulveda
Bellevue	Fernangeles	Lincoln Park	Shatto
Betty Hill SCC	Fred Roberts	Loren Miller	Sheldon Arleta (Cesar Chavez)
Boyle Heights SCC	Gilbert Lindsay	MacArthur	Slauson
Boyle Heights Sports	Green Meadows	Martin Luther King	South LA Activity Center
Branford	Hazard	Mid Valley Inter Gen	
Canoga SCC	Harbor City	Montecito Heights	South Park
Cardenas	Highland Park	Mt. Carmel	South Seas
Central	Highland Park Adult Center	Normandale	St. Andrews
Chevy Chase	Hollenbeck	Normandie	State Street
Costello	Hollywood	North Hills	Sun Valley
Costello SCC	Hoover	North Hollywood	Toberman
Culver Slauson	Hubert Humphrey	Oakwood	Trinity
Cypress Park	Jackie Tatum (Harvard)	Panorama	Valley Plaza
David M. Gonzales (Pacoima)	Jim Gilliam	Pecan	Van Ness
Delano	Jim Gilliam SCC	Queen Anne	Van Nuys
Denker	Lafayette	Ramon Garcia	Victory Vineland
Downey	Lake Street	Rancho Cienega	Vineyard
East Wilmington Greenbelt	Lake View Terrace	Reseda	Wabash
Echo Park	Lanark	Rio De Los Angeles	Watts SCC
Echo Park Community Center	Las Palmas SCC	Ritchie Valens	Wilmington
	Leland	Rose Hills	Yucca

ANDERSON MEMORIAL SENIOR CITIZEN CENTER

Revised June 2019

FACILITY USE FEES

100% of fees to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>Hourly Rate</u>
Auditorium (220 persons maximum)	\$75.00
Lunch Room (90 persons maximum)	\$50.00
Auditorium & Lunch Room	\$125.00
East Room (50 persons maximum)	\$50.00
<u>Kitchen Rental</u>	\$75.00

NON-REFUNDABLE FEE

100% of fees to be deposited into the MRP Account.

Non-Refundable Maintenance Fee **\$150.00**

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

100% of fees to be deposited into the MRP Account.

Reservation Fee **\$25.00 (non-refundable)**
100% to the Recreation Center MRP Account for processing fees.

Public Address System Set-Up (Auditorium Only) **\$75.00**

Furniture Rental

Table Rental:

Less than 10 **\$75.00**
10 or more **\$100.00**

Chair Rental:

Less than 100 **\$50.00**
100 or more **\$100.00**

STAFF FEES

100% of fees to be deposited into the MRP Account.

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

ADDITIONAL REQUIREMENTS

See WEDDINGS AND SOCIAL GATHERINGS – Additional Requirements

FLEX RATE

For purpose of increasing utilization of facility by the public when demand is low, the Region Superintendent may extend a discount of 20% off the approved base and hourly rates for increments of thirty (30) days. The decision to extend the 20% discount shall be based on analysis of past performances in the subject thirty (30) day period showing less than 50% utilization, and/or results of previous use of Flex Rate pricing if applicable, and/or preliminary data on paid reservations within sixty (60) days showing less than 50% utilization. The Region Superintendent may authorize application of the Flex Rate for multiple and concurrent thirty (30) day periods.

AUGUSTUS HAWKINS NATURE PARK

Revised June 2019

FACILITY USE FEES – (BUILDING USE)

50% to be deposited into the Department of Recreation and Parks General Fund Account.

50% to be deposited into the Augustus Hawkins MRP Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>Basic Hourly Rate</u>
Monday - Thursday	\$75.00
Friday - Sunday	\$125.00

PHOTOGRAPHY

Still Photography/Video **\$50.00**

PROHIBITED SPECIAL USE EVENTS

Revenue producing events, subletting or assignment of a Special Use Permit is prohibited.

SPECIAL EVENT / FUNDRAISER

Refer to SPECIAL EVENT /FUNDRAISER rates.

PICNICS

Refer to PICNIC rates.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit **\$100.00**

CANCELLATION FEES

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section.

Full-time staff fees will be charged at the current overtime rate.

AVERILL PARK – WEDDINGS

Revised June 2019

FACILITY USE FEES

55% to be deposited into the Special Fund Account.

45% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>First Two Hours</u>	<u>Each Add'l Hour</u>
Weddings, Ceremonies, and Events	\$350.00	\$125.00

Maximum number of persons is 150.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit **\$100.00**

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

Reservation Fee **\$25.00 (non-refundable)**
100% to the Recreation Center MRP Account for processing fees.

Still Photography and Video Permit **\$50.00 per request**
(1 hour maximum in Park)

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

FLEX RATE

For purpose of increasing utilization of facility by the public when demand is low, the Region Superintendent may extend a discount of 20% off the approved base and hourly rates for increments of thirty (30) days. The decision to extend the 20% discount shall be based on analysis of past performances in the subject thirty (30) day period showing less than 50% utilization, and/or results of previous use of Flex Rate pricing if applicable, and/or preliminary data on paid reservations within sixty (60) days showing less than 50% utilization. The Region Superintendent may authorize application of the Flex Rate for multiple and concurrent thirty (30) day periods.

BANDSHELLS AND AMPHITHEATERS - GENERAL

Revised June 2019

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>First Two Hours</u>	<u>Each Add'l Hour</u>
Rate	\$450.00	\$125.00

MAINTENANCE DEPOSIT

<u>Number of Persons</u>	<u>Refundable</u>	<u>Non-Refundable</u>	<u>Total Deposit</u>
1 - 500	\$500.00	\$100.00	\$600.00
501 - 2500	\$600.00	\$200.00	\$800.00
2501 or more	\$700.00	\$300.00	\$1,000.00

CANCELLATION FEE

More Than 2 Weeks Prior to Event

50% Refund of Fees

Less Than 2 Weeks Prior to Event

No Refund of Fees

ADDITIONAL CHARGES

Reservation Fee	\$125.00
Electrical Hook-Up Fee	\$75.00
Vendor Fees	See SPECIAL EVENTS/FUNDRAISER page, Vendor Fees.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

OTHER CONDITIONS

- All performances must be free to the public and no charge to the Department.
- Permittee must provide adequate off-site parking for the public.
- Permittee must adhere to all applicable sound restrictions.
- Additional portable restrooms may be required by the Department at the expense of the permittee.
- No performance is permitted beyond dusk.
- Permittee is responsible for litter pick-up and all other clean-up.
- Insurance may be required as needed by the Department.

CABRILLO BEACH BATHHOUSE

Revised June 2019

FACILITY USE FEES

100% to be deposited into the center MRP Fund Account.

Reservations require an advance deposit of 50% of the total fees.

First Floor / Outdoor Patio Arcade Area

	<u>Hourly Rate</u>
Monday – Thursday	\$30.00
Fridays, Sundays	\$50.00
Saturdays, Holidays & Day Prior to Holiday	\$50.00

Upstairs / Ballroom

	<u>Hourly Rate</u>
Monday – Thursday	\$60.00
Fridays, Sundays	\$75.00
Saturdays, Holidays & Day Prior to Holiday <i>After 1:00 p.m. – 3 hour minimum use</i>	\$75.00

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)* **\$300.00**

*Region Superintendent may charge more depending on size of event.

20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Outdoor Activity Fee **\$150.00**

Whenever an event has a portion of its activities occurring both indoors and outdoors, this fee applies.

Furniture Rental

To be deposited into center MRP Fund Account.

Table Rental:

Less than 10	\$100.00
10 or more	\$125.00

Chair Rental:

Less than 100	\$75.00
100 or more	\$125.00

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

FLEX RATE

For purpose of increasing utilization of facility by the public when demand is low, the Region Superintendent may extend a discount of 20% off the approved base and hourly rates for increments of thirty (30) days. The decision to extend the 20% discount shall be based on analysis of past performances in the subject thirty (30) day period showing less than 50% utilization, and/or results of previous use of Flex Rate pricing if applicable, and/or preliminary data on paid reservations within sixty (60) days showing less than 50% utilization. The Region Superintendent may authorize application of the Flex Rate for multiple and concurrent thirty (30) day periods.

ALCOHOL POLICY

City contracted bar services must provide and serve all beverages when alcohol is served.

PAYMENT OF FEES

The total amount of all rental fees and deposits due shall be paid in full at least 60 days prior to the scheduled date of use. Otherwise, the reservation may be canceled.

DEPARTMENT USE

Requests for use of this facility for no use fees or charges except for reimbursement of staff and other direct costs must be approved by the General Manager or an appointed designee. Saturday, Sunday, or Holiday use is not allowed. The facility use form shall be signed by an Assistant General Manager. Staff fees apply with a 4 hour minimum for Department Use. See rates established in General Information section of schedule of rates and fees. A fund and account must be identified for transfer of reimbursement or a D-Time Work Order provided.

PARKING

The parking lot is a separate operation and each vehicle entering the parking lot will be charged a parking fee, when applicable. (See Pay Parking Lot Section for Cabrillo Beach Parking Lot rates and season/daily fee information). The reservation fee does not exempt permittee, guests, or service providers from paying applicable parking fees.

Exemptions:

1. Cabrillo Bathhouse Volunteers.
2. Organization or group whose primary interest is the support of the Cabrillo Beach Bathhouse.
3. Polar Bears or Cabrillo Beach Boosters Club.
4. Programs operated by Recreation and Parks Staff.

OTHER INFORMATION

- This Historic Building has many restrictions relating to alterations, decorations, and other improvements. Specific restriction information is given to all permit groups in advance of permit.
- Insurance may be required. See INSURANCE REQUIREMENT page.

CABRILLO BEACH FILMING AND PHOTOGRAPHY

Revised June 2019

FACILITY USE FEES

50% to be deposited into the center MRP Fund Account.

50% to be deposited into the Cabrillo Special Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>Rate</u>
Prep, Construction, Strike Fee	\$150.00 per day
Film Days	\$450.00 per 24 hour period for each area

Film Areas:

1. Inner Beach North: City Lifeguard Headquarters Tower to Swim Tower
2. Inner Beach South: Swim Tower to Pier Tower
3. Pier
4. Outer Beach Tide Pool Area
5. Bonfire Area: Fire Pits
6. Outer Beach Surf Area: County Lifeguard Headquarters Tower to Surf Tower
7. Outer Beach Breakwater Area: Surf Tower to Breakwater Tower
8. East Lawn
9. Cabrillo Beach Bathhouse Front Exterior

Commercial Still Photography

	<u>Day Rate</u>	Or	<u>First 3 Hours</u>	<u>Each Add'l Hour</u>
1 – 15 persons*	\$150.00		\$75.00	\$30.00
15 persons or more*	\$300.00		\$150.00	\$75.00

*Includes those who are present at the shoot to observe or facilitate the project both in front of and behind the camera, such as: parents of children involved, animal trainers, clients, models, and crew member.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Utility Hook-Up Fee	\$75.00 per day / per hook-up (per utility)
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STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

Monitor/Staff **Hourly rate charged per GENERAL INFORMATION page.**

Full-time Staff/Ranger **Hourly rate charged per current over-time staffing rate.**

Lifeguard Fee – *When filming involves water usage.* **Hourly rate charged per current over-time staffing rate.**

Aquarium Educator Fee – *When filming involves tide pool area.* **Hourly rate charged per current over-time staffing rate.**

PARKING FEES

The parking lot is a separate operation and each vehicle entering the parking lot will be charged a parking fee, when applicable. The reservation fee does not exempt permittee, guests, or service providers from paying applicable parking fees.

GENERAL RULES

Use of Cabrillo Beach areas for filming or photography is subject to the availability based on the demands of regular public activity and programming.

- Filming and photography are usually allowed:
Mondays through Fridays from 7:00 a.m. to 10:00 p.m.
- Holiday and weekend filming is generally not permitted due to the volume of people and activities in the area.

Requests for permission for filming or photography should be received no less than 48 hours in advance. Although we will make every effort to accommodate requests that are received less than 48 hours prior to filming, we cannot ensure that they will be approved.

Requesters are required to hold reservations with the Department Film Office for filming days and locations. Held reservations will be converted to a film permit from the Film Office once approved by the facility Director-In-Charge.

Permission/approval of filming or photography is exclusive to the permittee and is not transferable (no subletting).

Must follow the rules and guidelines of the temporary event section from the Coastal Commission Permit Requirements.

See FILM PERMIT FEES page for GENERAL FILM PERMIT POLICIES AND REGULATIONS for additional REQUIREMENTS FOR PERMIT and FEE EXEMPTIONS.

PAY PARKING LOT FEES, SPECIAL FACILITY FEES, SERVICE FEES, AND MONITOR FEES
CANNOT BE REDUCES OR WAIVED.

CABRILLO BEACH INNER/OUTER BEACH

Revised June 2019

FACILITY USE FEES

50% to be deposited into the center MRP Fund Account.

50% to be deposited into the Cabrillo Special Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Must follow the rules and guidelines of the temporary event section from the Coastal Commission Permit Requirements.

OPEN SPACE EXCLUSIVE DAILY USE FEES FOR EACH OF THE FOLLOWING AREAS:

Note: Exclusive use requires additional Lifeguard Fee as well, not included below.

1. INNER BEACH NORTH: City Lifeguard Headquarters Tower to Swim Tower.
2. INNER BEACH SOUTH: Swim Tower to Pier Tower
3. PIER
4. OUTER BEACH TIDE POOL AREA
5. BONFIRE AREA: Fire Pits
6. OUTER BEACH SURF AREA: County Lifeguard Headquarters Towers to Surf Tower
7. OUTER BEACH BREAKWATER AREA: Surf Tower to Breakwater Tower

<u>Anticipated Attendance</u>	<u>Basic Rate</u>	<u>Fee Generating Activity Rate</u>
1 – 250	\$150.00	\$300.00
251 - 500	\$300.00	\$600.00
501 – 1000	\$700.00	\$1,400.00
1001 or more	\$1,000.00 minimum	Negotiable by Region Superintendent

BONFIRE AREA

Individual Fire Pits**

Monday – Thursday **\$25.00 per Fire Pit**

Friday, Weekend, and Holidays* **\$50.00 per Fire Pit**

*Holidays as defined in the Department Schedule of Rates and Fees.

**Individual Fire Pits are rented, as with all areas, on a first come first serve basis.

PAYMENT OF FEES

The total amount of all rental fees and deposits due for exclusive open space use shall be paid in full at least 60 days prior to the scheduled date of use. In the event that total fees are not paid as designated, the reservation will be canceled. There will be no refund.

Note: Bonfire Pit reservations should be paid at least 72 hours in advance.

MAINTENANCE DEPOSIT

Maintenance Deposit (minimum)* **\$500.00**

*Region Superintendent may charge more depending on size of event.
20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

Security Guard Services **Quoted on request, based on actual cost.**
Including 30 minutes prior to event and 30 minutes after.

Monitor/Staff **Hourly rate charged per GENERAL INFORMATION page.**

Full-time Staff/Ranger **Hourly rate charged per current over-time staffing rate.**

Lifeguard Fee – **Hourly rate charged per current over-time staffing rate.**
When filming involves water usage.

Aquarium Educator Fee – **Hourly rate charged per current over-time staffing rate.**
When filming involves tide pool area.

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**
Less Than 2 Weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

Photography/Video
Without an event booking.
First Hour **\$50.00**
Each Add'l Hour **\$30.00**

SPECIAL USE

Special use is available on weekdays, Monday through Friday, from 8:00 a.m. to 9:00 p.m. only for other City agencies and Department sponsored groups. Non-city government agencies may qualify for the Special Use rate subject to availability and the purpose of the event. The purpose of such usage should involve training, work meetings, and other government business activities authorized by the General Manager or designee. Non-profit organizations and/or student groups may also qualify for Special Use fees.

The following conditions apply to all special usages:

- Authorization for Special Use – Requests for use of these facilities must be submitted in writing and approved by the General Manager or designee.
- Scheduling of Special Use Events – Use of the facility is subject to its availability determined by the following guidelines:
 - Special Use Events may be scheduled only 60 days in advance of the event dates. The Recreation and Parks Department of the City of Los Angeles is exempted from the guideline.
 - Any one group may not exceed two separate days per week.
 - None of the above guidelines preclude a Special Use party from maintaining or procuring additional dates or hours under the regular rate provisions.
 - Permitting of Special Use may require additional hourly staffing fees.

SPECIAL USE FEE

	<u>Government</u>	<u>Other</u>
Use Fee	50% of Fees	50% of Fees
Cancellation Fee	No Charge	\$50.00
Cancellation within 48 Hours	No Charge	\$75.00

PROHIBITED SPECIAL USE EVENTS

Income generating events, subletting or assignment of a Special Use Permit is prohibited.

SPECIAL EVENTS/FUNDRAISERS

Refer to SPECIAL EVENTS/FUNDRAISERS page.

PICNICS

Refer to CABRILLO BEACH PARK page.

CABRILLO BEACH PARK
Revised June 2019

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Size of Group</u>	<u>Day Rate</u>
1 – 100 persons	\$100.00
101 – 250 persons	\$150.00
251 or more	\$300.00

REFUNDABLE DEPOSIT

Refundable Maintenance Fee (for groups over 150)* **\$200.00**

*Region Superintendent may charge more depending on size of event.

20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

ADDITIONAL INFORMATION

The parking lot is a separate operation and each vehicle entering the parking lot will be charged a parking fee. The reservation fee does not exempt permittee and/or guests from paying the parking fee.

CAMP RATES
Revised June 2019

OUT OF TOWN CAMPS

RESERVATION POLICY AND PROCEDURES

Reservations for all camps are on a first-come, first served basis. Reservations will be accepted six months in advance by calling the Camping Office at (213)485-4853. If the exact date falls on a weekend or holiday, the reservation will be advanced to the next working day.

Reservations are not confirmed until receipt of a signed application and deposit.

Deposits:

- **Reservations require an advance deposit of 50% of the total fees.**
- **Balance of rental fees is due upon arrival at camp. All additional fees must be paid of the last day of camp rental.**

Refundable Security Deposit (Week-long Reservations)	\$500.00
Refundable Security Deposit (Overnight Reservations)	\$250.00

MAINTENANCE DEPOSIT

Maintenance Deposit (minimum)*	\$500.00
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*Region Superintendent may charge more depending on size of event.
20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

FACILITY USE FEES

Day Rental:

Kitchen/Dining Hall	\$125.00/per day <i>Department sponsored groups are allowed to use the kitchen free of charge with day rental permits.</i>
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Lodge Rental (8 hours maximum)	Weekdays Only
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	<u>Basic Fee - First 4 Hours</u>	<u>Each Add'l Hour</u>
25 person maximum	\$100.00	\$25.00
50 person maximum	\$140.00	\$35.00
100 person maximum	\$200.00	\$50.00

Early Arrivals / Late Departures:

A charge of 60% of the basic fee for one night will be made for campers arriving one day early or leaving one day late subject to the approval of the Camp Manager.

Check-out time for all rental groups is 2:00 p.m. A Charge of \$5.00 per person will be levied for each hour a group remains in camp beyond 2:00 p.m. (\$200.00 minimum charge per hour).

Recreation Vehicles – Overnight Fee:

Overnight Fee	\$20.00 per vehicle / per day <i>A vehicle which is pulling a trailer is counted as only one vehicle.</i>
Security/Clean-up Deposit (Negotiable)	\$50.00 (minimum)

This fee shall include no services such as electrical hook-up, water or waste disposal. All permits shall include a notation that tents or any other type of structures are prohibited.

SPECIAL RATES

Stand-by Rate: A stand-by rate of 50% of the basic minimum fee is sometimes available to overnight and week-long groups when made within one month of date desired (not valid with any other discount offer).

Special Group Rates: A special rate of 50% of the winter minimum fee may be made to groups of Department sponsored senior citizens, Recreation Center groups and Adaptive persons.

CAMP SURCHARGE

20% of camp fees to be deposited into the Camp Surcharge Account.
 \$1.00 per person / per night to be deposited into the MRP Fund Account for additional staffing for upkeep and cleaning of all out-of-town camps.
 \$1.00 per campsite or cabin to be deposited into the MRP Fund Account for additional staffing for upkeep and cleaning of all out-of-town camps.
 Remaining funds to be deposited into Department of Recreation and Parks General Fund Account.

SPECIAL NOTE

Fees at any camp may be amended for unusual circumstances; but only with the approval of the General Manger or designee. Lifeguard fees are included in the summer, week-long out of town camp fees. Fees for a second lifeguard are \$100.00 for a minimum of 5 hours, \$30.00 for each additional hour. Weekend Group Rental does not include lifeguard, and is not guaranteed.

CAMP SEELY – Organized Group Camping

Week-long Reservations (Sunday – Saturday)

Summer Basic Charge (June 1 – Sept. 1) 1 – 150 persons	\$12,000.00 per week
Each Additional Person <i>275 person maximum</i>	\$100.00 per week/
Deposit (20% of weekly reservation fee)	\$2,400.00 minimum

Overnight Reservations

Winter Basic Charge (Sept. 2 – May 31) 1 – 125 persons	\$2,500.00 per night
Each Additional Person <i>275 person maximum</i>	\$20.00 per night
Deposit (20% of reservation fee)	\$600.00

Group Family Outings:

\$30.00 to be deposited into the MRP Fund Account.

2 nights lodging with 5 meals, snacks, insurance, and programs, with adult supervision (i.e. Family Outings).	\$110.00 - \$130.00 per person
1 night lodging with 4 meals, snacks, insurance, and programs, with adult supervision (i.e. Family Outings).	\$65.00 per person

GRIFFITH PARK BOYS' AND HOLLYWOOD GIRLS' CAMPS

Reservations for all camps are on a first-come, first served basis. Overnight stay for two night reservations will be accepted six months in advance. Overnight stay for one night reservations will be accepted four months in advance. If the exact date falls on a weekend or holiday, the reservation will be advanced to the next working day. Day use reservations may be made up to two months in advance. Reservations are not confirmed until receipt of a signed application and deposit.

Facility designed for group camping (in cabins). Staff operated summer and weekend programs. Open to reservation by public groups in fall, winter, and spring.

CAMP SURCHARGE

20% of camp fees to be deposited into the Camp Surcharge Account.

\$3.00 per person / per night to be deposited into the MRP Fund Account for additional staffing for camp upkeep and cleaning.

Remaining funds to be deposited into Department of Recreation and Parks General Fund Account.

Day Rental:

(9:00 a.m. to 5:00 p.m.) Includes use of camp lodge and grounds only.

Griffith Park Camp 50 person minimum for exclusive use – 150 person maximum

Camp Hollywoodland 75 person minimum for exclusive use – 180 person maximum

	<u>First 2 Hours</u>	<u>Each Add'l Hour</u>
Monday - Thursday	\$300.00	\$125.00

	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>
Friday - Sunday	\$800.00	\$150.00

Overnight Rental:

\$350.00 of each night's rental fee to be allocated into the MRP Fund Account for overnight staffing.

Fee Includes:

Griffith Park Camp
150 person maximum

Use of Lodge or Meeting Room; Activity Areas.
One cabin has 10 person capacity

Camp Hollywoodland
180 person maximum

Use of Lodge or Meeting Room; Activity Areas.
One cabin has 20 person capacity

50 persons (minimum)	\$1,250.00 per night
Each Additional Person	\$20.00 per person

Charge per Meal: *50 meal minimum*

\$4.00 of each meal charge to be deposited into the MRP Fund Account.

Balance to be deposited into the Department of Recreation and Parks General Fund Account.

Breakfast	\$8.00 per person
Lunch	\$10.00 per person
Dinner	\$12.00 per person

Special Meals

Lunch	\$11.00 - \$16.00 per person
Dinner	\$15.00 - \$25.00 per person

Contact Camp Staff for meal selections.

The use of the kitchen is **not** included in camp fees. If meals are not provided by camp staff, other arrangements must be approved by the Camp Director prior to the issuance of the permit.

DEPOSITS

Day Rentals – Deposit of \$500.00 is due within 10 days of making the reservation.

Overnight Rentals – Deposit of \$1,250.00 is due within 10 days of making the reservation. An additional deposit may be required two weeks prior to camp date if meals are provided. The deposits are determined by the Camp Director.

Security Deposit of \$500.00 is due with initial deposit.

ADDITIONAL CHARGES

Late Check-Out Fee: Check out time for all overnight rental groups is 2:00 p.m.

A \$5.00 per person charge will be levied for each hour a group remains in camp beyond 2:00 p.m.; minimum charge of \$200.00 per hour.

Miscellaneous:

100% to be deposited into the MRP Fund Account.

T.V. and D.V.D	\$75.00 per day
P.A. System	\$75.00 per day
Coffee	\$50.00 per 100 cup pot
Gate Monitor / Park Ranger - <i>minimum of 4 hours</i>	\$50.00 per hour
Seasonal Lifeguard – <i>1 guard per 50 people</i>	\$100.00 for 5 hours
	\$30.00 each add'l hour
Use of Rope Course, Climbing Wall, or Leap of Faith	\$500.00 per element/per day <i>plus staff fees</i>
Archery	\$100.00 per day <i>plus staff fees</i>
Staff	See GENERAL INFORMATION for rate

100% to be deposited into the Department of Recreation and Parks General Fund Account.

Fax/Scan	\$2.00 per page
Copies	\$0.25 per copy
Gas Fire / Fire Wood (when available)	\$7.50 per campfire
Snacks	\$3.50 - \$5.00 per person

Board of Education Fees:

Board of Education fees are submitted and approved by the Recreation and Park Board of Commissioners.

CANCELLATION POLICY

All reservation fees paid, minus 20% of initial deposit, will be refunded if cancelled at least one month prior to arrival date.

All reservation fees paid, minus 50% of initial deposit, will be refunded if cancelled less than one month prior to arrival date.

SPECIAL NOTE

Fees at any camp may be amended for unusual circumstances; but only with the approval of the General Manager or designee.

DEPARTMENT SPONSORED YOUTH CAMPING SECTIONS

Basic Camp Session

Fees collected in excess of \$150.00 to be deposited into the MRP Fund Account.

4 nights lodging with 13 meals, snacks, insurance, supervision, programs and supplies. **\$450.00 - \$600.00**

Fees determined by the type of activities involved.

Weekend Camp Operated Programs:

\$30.00 to be deposited into the MRP Fund Account.

2 nights lodging with 5 meals, snacks, insurance, supervision, and program (i.e. Mother/Daughter), with adult chaperone. **\$110.00 - \$130.00 per person**

2 nights lodging with 5 meals, snacks, insurance, supervision, and program (i.e. Girls Getaway/Boys Getaway). **\$120.00 - \$150.00 per person**

\$15.00 to be deposited into the MRP Fund Account.

1 night lodging with 4 meals, snacks, insurance, supervision, and program (i.e. Mother/Daughter), with adult chaperone. **\$65.00 per person**

Late Charge:

There will be a \$50.00 late charge to youth campers that are not pre-registered by designated dates.

Special Promotional Discount:

Camp Directors at Griffith Park and Hollywoodland Camps may offer publicized special promotional camp programs at a discount not to exceed 15% of the basic fee, with the approval of the General Manager or designee.

Department Day Camp Programs:

Griffith Park and Hollywoodland Camps may be used during the day for Department programs at no charge. Check with Camp Directors for availability of camp and lifeguard. Additional fees required for meals, supplies, and staffing (if necessary).

City Department Rental:

Griffith Park and Hollywoodland Camps may be used on weekdays, during the day (not to exceed eight hours) for official City use by other City of Los Angeles Departments for a special fee of 50% of the advertised rate, plus cost of meals.

CAR SHOWS
Revised June 2019

FACILITY USE FEES

100% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Number of Cars</u>	<u>Fee*</u>
1 – 25	\$150.00
26 – 50	\$200.00
51 – 75	\$250.00
76 – 100	\$300.00
101 – 125	\$375.00
126 – 150	\$450.00
151 – 175	\$525.00
176 – 200	\$600.00
201 – 225	\$700.00
226 – 250	\$800.00
251 – 275	\$900.00
276 - 300	\$1,000.00

*This fee applies to car shows that do not charge patrons an admission fee. If an admission fee is charges, see SPECIAL EVENTS/FUNDRAISERS page, Use Fee.

REFUNDABLE DEPOSIT

100% to be deposited into the Department of Recreation and Parks General Fund Account.

Refundable Maintenance Deposit (minimum)* **\$200.00 up to \$1,500.00**

*Region Superintendent may charge more depending on size of event.

ADDITIONAL CHARGES

Vendor Fee See SPECIAL EVENTS/FUNDRAISERS page,
under Vendor Fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

OTHER CONDITIONS

- Parking location approval for any car show cars must be approved by Region Superintendent and Maintenance Division prior to the event.

COMMUNITY RECREATION CENTERS

Revised June 2019

FACILITY USE FEES – INDOOR AREAS

90% of Facility Use fees to be deposited into the Department of Recreation and Parks General Fund Account.

10% to be deposited into recreation center MRP Account.

Reservations require an advance deposit of 50% of the total fees.

Room Rental

	<u>Basic Hourly Rate*</u>	<u>Income Generating Activity Hourly Rate**</u>
Recreation Center		
50 person maximum	\$25.00	\$80.00
100 person maximum	\$40.00	\$120.00
Over 100 persons	\$70.00	\$200.00
Subsidized Center (Use either room or group size to determine fee):		
50 person maximum	\$20.00	\$50.00
100 person maximum	\$30.00	\$75.00
Over 100 persons	\$40.00	\$120.00

**An additional \$25.00 per permit will be charged for Social Gatherings with Refreshments and it shall be deposited into the MRP Fund Account.*

***Any use (class, meeting, activity, etc.) where fees/admissions are charged, or donations are collected, either on-site or off-site by any entity (for-profit, non-profit, or individual) must pay this fee.*

Kitchen Rental

\$75.00

Use of Gymnasium – Sports Practice Groups

90% of Facility Use fees to be deposited into the Department of Recreation and Parks General Fund Account.

10% to be deposited into recreation center MRP Account.

(If participation fee is charged, use Income Generating Activity rate above)

Recreation Center:	\$60.00 per hour
Subsidized Center:	\$50.00 per hour
Use of Scoreboard:	\$30.00 per hour <i>Plus staff fees</i>

FACILITY USE FEES – OUTDOOR AREAS

From the fees below, \$10.00 per hour is to be deposited into the **Regional Municipal Sports Account** – for sports facility refurbishment.

Youth Sports Groups – refer to YOUTH SPORTS GROUP page for fees that pertain to practice and organized game usage.

Exclusive Use of Outdoor Sports Facility (Basketball court, athletic fields, etc.)

	<u>Basic Hourly Rate</u>	<u>Income Generating Activity Hourly Rate</u>
Recreation Center		
Daylight Play:	\$35.00	\$70.00
When Lights are Used:	\$45.00	\$90.00
Boot Camps/Private Workshops	-	\$80.00
Casting Session <i>50% to be deposited into the Facility MRP Fund Account</i>	-	\$100.00
Tennis Fee (Non-reservation)	\$8.00	-

REFUNDABLE DEPOSIT

Permit for Two Hours or Less (minimum)*	\$50.00
Permit for Three Hours or More (minimum)*	\$100.00

*To be deposited into Center’s MRP Fund Account. Should only be refunded if Permittee performed basic clean-up and litter pick-up. If not, amount shall be transferred to MRP **Fund** Account.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Furniture Rental

To be deposited into center MRP Fund Account.

	<u>Recreation Center</u>	<u>Subsidized Center</u>
Table Rental:		
Less than 10	\$100.00	\$75.00
10 or more	\$125.00	\$100.00
Chair Rental:		
Less than 100	\$75.00	\$50.00
100 or more	\$125.00	\$100.00

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

GROUPS EXEMPT FROM PAYMENT OF FEES

The following groups or agencies may be issued permits for non-sports use of community recreation center buildings without charge, (subject to non-discrimination certification) except for the refundable clean-up/breakage deposit. If the building is normally closed, the agency must pay for the cost of the Department employees(s) required to be on duty as indicated on the preceding page. If the facility is used for fee generating activities, whether collect on or off-site, the Fee Generating Activities or Businesses ** Facility Use Fee applies. Groups must clean-up the facility when done or they will be required to pay hourly staff fees.

1. Civic and Service Clubs, Chamber of Commerce
2. Recognized Self-Help/Anonymous Groups (e.g. Alcoholics Anonymous)
3. Government agencies (e.g. LAPD, LAFD, Elected Officials).
4. Private, Parochial, and public schools are only exempted from fees if there is a written reciprocal agreement between the center and the school by which the Department receives an equivalent value in facility use, materials and/or other in-kind as determined by the Principal Recreation Supervisor.

DANIELS FIELD
Revised June 2019

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Non-Youth Programming

	<u>First 5 Hours</u>	<u>Each Add'l Hour</u>
Basic Rate and/or No Admission Charged/No Fundraising	\$450.00	\$80.00
Income Generating Activity and/or Admission Charged/Fundraising	\$1,000.00	\$200.00

Private Youth or School Teams

Event Use involving admission, sales, per event, fee-generating activity, amplified sound, or where instruction is not the primary purpose of the activity (i.e. graduation, sporting events, etc.) **\$500.00 per event**

Instructional Use (i.e. practice and games providing instruction for youth athletes, no admission fees allowed).

Field Use Only

\$25.00 per hour

Field and Bleacher Use

\$35.00 per hour

Note: "Hours" include move-in/move out times. "Fee-generating" refers to any money making activity.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)* **\$500.00**

*Region Superintendent may charge more depending on size of event.

20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

One-time fee per group per organization per year.

CANCELLATION FEE

More Than 2 Weeks Prior to Event

50% Refund of Fees

Less Than 2 Weeks Prior to Event

No Refund of Fees

ADDITIONAL CHARGES

Locker Room(s)

Home or Visitor **\$50.00 per hour plus staff**

Home and Visitor **\$100.00 per hour plus staff**

Stadium Light Fees

\$30.00 per hour

\$12.00 to be deposited into the General Services Department Utility account 100-62.

\$8.00 to be deposited into the MRP Fund Account to pay for light bulb replacement and repairs.

Scoreboard and Public Address System

\$30.00 per hour

Plus staff fees

Soccer or Football Lining

\$50.00

When available.

Plus staff fees

Vendor Fees

Refer to SPECIAL EVENTS/FUNDRAISERS page, under Vendor Fee

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

DAY CAMP (Non – RAP Camps)

Revised June 2019

Fees for day camps may be adjusted weekly due to an increase or decrease in attendance.

Reservations require an advance deposit of 50% of the total fees.

PRIVATE / NON-PROFIT DAY CAMP

	<u>First 5 Hours</u>	<u>Each Add'l Hour</u>
Each 100 persons or fraction thereof	\$350.00	\$50.00

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (Minimum) **\$300.00**

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

One-time Permit Fee **\$75.00** (In addition to the use fee)

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

PROCEDURE FOR THE ISSUANCE OF A PERMIT:

1. Facility Use application is obtained from the responsible Department employee.
2. Facility Use application is completed, signed and returned to the employee with one-half of the required fees.
3. Insurance is required for these activities; see INSURANCE REQUIREMENTS.
4. The requestor is then issued a receipt and e-mailed a permit.
5. The second half of the payment is due halfway into the session.

\$25.00 per day per camp/workshop shall be deposited into the region's Special Fund Account.

\$25.00 per day per camp/workshop shall be deposited in the center's MRP Fund Account for the administrative costs of auditing day camp attendance and set-up for recreation programs. Remaining monies shall be deposited into the Department of Recreation and Parks General Fund Account.

DEVONSHIRE HOUSE

Revised June 2019

Hours of Operation

Available Daily until 9:00 p.m.

FACILITY USE FEES

50% to be deposited into the MRP Account.

Reservations require an advance deposit of 50% of the total fees.

Weddings Only **\$250.00**

Weddings & Receptions/
Other Social Gatherings

	<u>Basic Rate</u>		<u>Income Generating Rate</u>	
	<u>First 5 Hours</u>	<u>Each Add'l Hour</u>	<u>First 5 Hours</u>	<u>Each Add'l Hour</u>
Groups of 1 - 100	\$600.00	\$50.00	\$1,200.00	\$100.00
Groups of 101 or more	\$650.00	\$75.00	\$1,350.00	\$150.00

Meetings/Classes/Training/
Seminar Sessions

Basic
Hourly Rate

Income Generating
Basic Hourly Rate

\$40.00

\$80.00

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit **\$300.00**

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

ADDITIONAL REQUIREMENTS

See WEDDINGS AND SOCIAL GATHERINGS – ADDITIONAL REQUIREMENTS section.

DOG OBEDIENCE CLASSES AND DOG SHOWS

Revised June 2019

50% of fees to be deposited into the Department of Recreation and Parks General Fund Account.

50% of fees to be deposited into the Regional Refurbishment Account.

Reservations require an advance deposit of 50% of the total fees.

DOG OBEDIENCE CLASSES

1 hour use	\$90.00
<i>Each additional 30 minutes</i>	\$45.00
<i>Each additional hour</i>	\$90.00

DOG SHOWS

Show Fee (Flat Fee)	\$400.00
Staff Monitor	See GENERAL INFORMATION page for current staff rates

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit	\$100.00
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CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Vendor Fee	See SPECIAL EVENTS/FUNDRAISERS page, under Vendor Fee.
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STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

ENCINO WOMEN'S CLUB

Revised June 2019

FACILITY USE FEES

100% to be deposited into the center MRP Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Room Rental

	<u>Basic</u> <u>Hourly Rate*</u>	<u>Income Generating Activity</u> <u>Hourly Rate**</u>
50 person maximum	\$40.00	\$80.00
100 person maximum	\$60.00	\$120.00
Over 100 persons	\$100.00	\$200.00

Kitchen Rental

\$75.00

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)*

\$100.00

*To be deposited into Center's MRP Fund Account. Should only be refunded if Permittee performed basic clean-up and litter pick-up. If not, amount shall be transferred to MRP **Fund** Account.

CANCELLATION FEE

More Than 2 Weeks Prior to Event

50% Refund of Fees

Less Than 2 Weeks Prior to Event

No Refund of Fees

ADDITIONAL CHARGES

Furniture Rental

To be deposited into center MRP Fund Account.

Table Rental:

Less than 10	\$100.00
10 or more	\$125.00

Chair Rental:

Less than 100	\$75.00
100 or more	\$125.00

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

FELICIA MAHOOD SENIOR CITIZEN CENTER

Revised June 2019

Hours of Operation

Saturday and Sunday Only: 9:00 a.m. to 10:00 p.m.

FACILITY USE FEES

50% to be deposited into the Department of Recreation and Parks General Fund Account.

50% to be deposited into the MRP Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>Basic Rate</u>		<u>Income Generating Rate*</u>	
	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>
Auditorium	\$400.00	\$100.00	\$800.00	\$200.00
Lunch Room	\$300.00	\$75.00	\$600.00	\$150.00

*Any use (class, meeting, activity, etc.) where fees/admission are being charged or donations are collected, either on or off-site by any entity (for-profit, non-profit or individual) must pay this fee.

MAINTENANCE DEPOSIT

Maintenance Deposit* **\$500.00**

*20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

Public Address System Set-Up Fee **\$75.00**
Auditorium Only

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

ADDITIONAL REQUIREMENTS –

See WEDDINGS AND SOCIAL GATHERINGS – ADDITIONAL REQUIREMENTS.

HANSEN DAM PARK/SPORTS CENTER

Revised June 2019

FACILITY USE FEES – For Areas #1, #2, #3, #4

50% to be deposited into the center MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account

Reservations require an advance deposit of 50% of the total fees.

Open Space Exclusive Use Daily Fee

<u>Anticipated Attendance</u>	<u>Basic Rate</u>	<u>Income Generating Activity Rate</u>
1 – 250	\$150.00	\$300.00
251 - 500	\$300.00	\$600.00
501 – 1000	\$700.00	\$1,400.00
1001 or more	\$1,000.00	Negotiable by Region Superintendent

AMPHITHEATER USE

\$500.00 (in addition to open space fees above)

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

MAINTENANCE DEPOSIT

Maintenance Deposit (minimum)*

\$100.00 up to \$1,000.00

*Region Superintendent may charge more depending on size and type of event.

20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

ADDITIONAL CHARGES

Vendor Fee

See SPECIAL EVENTS/FUNDRAISERS page,
under Vendor Fee.

Utility Hook-Up

\$75.00

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

CANCELLATION FEE

More Than 2 Weeks Prior to Event

50% Refund of Fees

Less Than 2 Weeks Prior to Event

No Refund of Fees

PERMIT PROCEDURES

See SPECIAL EVENTS/FUNDRAISERS page.

HARBOR VIEW CEMETERY

Revised June 2019

FACILITY USE FEE

100% to be deposited into the Special Fund Account.

	<u>First Two Hours</u>	<u>Each Add'l Hour</u>
Ceremony for Burial site of Casket	\$300.00	\$100.00
Ceremony for Burial of Cremation Urn	\$200.00	\$100.00

ADDITIONAL CHARGES

Burial Staffing

Staffing at current overtime rate.

*Minimum of 24 hours for Sr. Gardener, Gardener
Caretaker, and Equipment Operator.*

Headstone Installation Staffing

Staffing at current overtime rate.

Minimum 4 hours for Gardener Caretaker.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

JACKIE ROBINSON STADIUM

Revised June 2019

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Non-Youth Programming

	<u>First 5 Hours</u>	<u>Each Add'l Hour</u>
Basic Rate and/or No Admission Charged/ No Fundraising	\$450.00	\$80.00
Income Generating Activity and/ or Admission Charged/ Fundraising	\$1,000.00	\$200.00

Private Youth or School Teams

Event Use involving admission, sales, per event, fee-generating activity, amplified sound, or where instruction is not the primary purpose of the activity (i.e. graduation, sporting events, etc.) **\$500.00 per event**

Instructional Use (i.e. practice and games providing instruction for youth athletes, no admission fees allowed).

Field Use Only

\$25.00 per hour

Field and Bleacher Use

\$35.00 per hour

Note: "Hours" include move-in/move out times. "Fundraising" refers to any money making activity including donations.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)* **\$500.00**

*Region Superintendent may charge more depending on size of event.

20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

One-time fee per group per organization per year.

CANCELLATION FEE

More Than 2 Weeks Prior to Event

50% Refund of Fees

Less Than 2 Weeks Prior to Event

No Refund of Fees

ADDITIONAL CHARGES

Stadium Light Fees	\$30.00 per hour <i>\$12.00 to be deposited into the General Services Department Utility account 100-62. \$8.00 to be deposited into the MRP Fund Account to pay for light bulb replacement and repairs.</i>
Scoreboard and Public Address System	\$30.00 per hour <i>Plus staff fees</i>
Incidental Fees: Soccer or Football Lining	\$50.00 <i>Plus staff fees</i>
Vendor Fees	Refer to SPECIAL EVENTS/FUNDRAISERS page, under Vendor Fee.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

KEN MALLOY HARBOR REGIONAL PARK

Established June 2019

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Group Size</u>	<u>Day Rate</u>
Groups of 1 – 50	\$75.00
Groups of 51 – 100	\$100.00
Groups of 101 - 200	\$150.00
Groups of 201 - 400	\$250.00
Groups of 401 or more	\$350.00*

*Rate may change as negotiated by the Region Superintendent.

CAMPGROUND

Overnight Camping Fee (minimum of 25 people)	\$1.00 per person
Day Use	Picnic Area Fees
Groups of 401 or more	\$350.00*

SPORTS COMPLEX

Use the following pages:

YOUTH SPORTS GROUPS

COMMUNITY RECREATION CENTER – OUTDOOR AREAS

SYNTHETIC TURF SOCCER FIELDS

MAINTENANCE DEPOSIT

Maintenance Deposit (minimum)* **\$100.00/reservation date**

*Region Superintendent may charge more depending on size and type of event.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Reservation Fee	\$25.00 (non-refundable) <i>100% to the Recreation Center MRP Account for processing fees.</i>
Utility Hook-Up Fee	\$75.00 <i>100% to the Department of Recreation and Parks General Fund Account.</i>
Moon Bounce Permitting Fee* <i>Some areas of the park do not allow Moon Bounces.</i>	\$25.00 per day <i>100% to the Recreation Center MRP Account.</i>

*Moon Bounce companies must have current insurance endorsement forms on file with the Department Insurance Coordinators.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

KOREAN BELL – WEDDINGS, CEREMONIES, AND EVENTS

Revised June 2019

FACILITY USE FEES

55% to be deposited into the Special Fund Account.

45% to be deposited into the Department of Recreation and Parks General Fund.

Reservations require an advance deposit of 50% of the total fees.

	<u>First Two Hours</u>	<u>Each Add'l Hour</u>
Weddings, Ceremonies, and Events	\$350.00	\$125.00

Maximum number of persons 150.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum) **\$100.00**

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

Reservation Fee **\$25.00 (non-refundable)**
100% to the Recreation Center MRP Account for processing fees.

Still Photography and Video Permit **\$50.00 per request**
(1 hour maximum in Park)

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

FLEX RATE

For purpose of increasing utilization of facility by the public when demand is low, the Region Superintendent may extend a discount of 20% off the approved base and hourly rates for increments of thirty (30) days. The decision to extend the 20% discount shall be based on analysis of past performances in the subject thirty (30) day period showing less than 50% utilization, and/or results of previous use of Flex Rate pricing if applicable, and/or preliminary data on paid reservations within sixty (60) days showing less than 50% utilization. The Region Superintendent may authorize application of the Flex Rate for multiple and concurrent thirty (30) day periods.

LEIMERT PARK
Revised June 2019

Reservations for one day special events at Leimert Park are subject to the following fees and conditions.

The fees are to be paid in advance to the Director-in-Charge of Jim Gilliam Recreation Center.

Reservations require an advance deposit of 50% of the total fees.

FACILITY USE FEE

100% to be deposited into the Department of Recreation and Parks General Fund Account.

Rate **\$150.00**

REFUNDABLE DEPOSIT

Refundable Performance Bond and/or Property Damage Deposit **\$250.00**

NON-REFUNDABLE DEPOSIT

Non-Refundable Maintenance Fee (minimum)* **\$200.00**

*Amount of deposit to be refunded shall be determined by the Regions' Grounds Maintenance Division.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Administrative Fee	\$25.00
Utility/Electricity Hook-Up	\$75.00
Staff	\$30.00 per hour, minimum of 2 hours (or current part-time rate)

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

CONDITIONS

- Insurance may be required, depending on type and duration of event and estimated attendance.
- Amplified sound restricted to use between hours of 9:00 a.m. and 6:00 p.m. on Saturdays and Sundays and 10:00 a.m. and 5:00 p.m. Monday through Friday. Amplification to be kept at a level agreed upon by staff person in charge.
- Department of Recreation and Parks does not provide a stage.
- Sales of any kind are prohibited.
- Vehicles on facility are prohibited.

MACARTHUR PARK BANDSHELL – LEVITT PAVILION

Revised June 2019

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>First Two Hours</u>	<u>Each Add'l Hour</u>
<u>Bandshell Rental</u> Stage and Grounds Only	\$450.00	\$125.00
<u>Bandshell Rental</u> Stage, Backstage, Grounds <i>No Backstage Restroom Access</i>	\$525.00	\$150.00
<u>Bandshell Rental</u> Stage, Backstage, Grounds, Backstage Restrooms	\$600.00	\$175.00
Rehearsal Fee	\$450.00	\$125.00

MAINTENANCE DEPOSIT

<u>Number of Persons</u>	<u>Refundable</u>	<u>Non-Refundable</u>	<u>Total Deposit</u>
1 - 500	\$500.00	\$100.00	\$600.00
501 - 2500	\$600.00	\$200.00	\$800.00
2501 or more	\$700.00	\$300.00	\$1,000.00

SPECIAL USE FEE

Use of the MacArthur Park Bandshell is available for City and Government Agencies, and Non-Profit groups. The purpose of such usage should involve cultural, educational, and government business activities authorized by the General Manager or his/her designee. All conditions listed apply to Special Use permittees. Special use fees will be calculated at 50% of Facility Use fees plus deposit.

	<u>First Four Hours</u>	<u>Each Add'l Hour</u>
<u>PA System</u> Includes Technician	\$300.00	\$50.00

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

OTHER CONDITIONS

- Permittee must adhere to all applicable sound restrictions.
- Additional portable restrooms may be required by Department at the expense of the permittee.
- Permittee is responsible for litter pick-up and all other clean-up.
- Insurance may be required as needed by the Department.

MAR VISTA ROLLER HOCKEY

Revised June 2019

FACILITY USE FEES

Facility Use fees to be deposited into the Department of Recreation and Parks General Fund Account.

\$8.00 Facility Refurbishment Fee to be deposited into the Special Facility Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Rental Group</u>	<u>Hourly Rate</u>
Adult (18 years and older) – Income Generating Activity Rate	\$90.00
Adult (18 years and older) – Basic Rate	\$45.00
Youth Sports Organizations and Associations	\$40.00

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)* **\$100.00**

CANCELLATION FEES

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

Use of Scoreboard and Operator **\$30.00 plus staff fees**

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

MUNICIPAL ADULT SPORTS

Revised June 2019

MUNICIPAL SPORTS FACILITY JURISDICTION

The Municipal Sports Section will have sole jurisdiction over the use of all facility sports fields, (ball fields, soccer, and multi-purpose fields):

- Monday through Friday from 7:00 p.m. to 10:30 p.m.; and
- All day Sunday from 8:00 a.m. to 5:00 p.m.

The Municipal Sports Section will have sole jurisdiction over the use of all facility gymnasiums a minimum of one night per week (Monday through Thursday) from 7:00 p.m. to 10:30 p.m. The night/s per week will be selected by the Facility's Directors-in-Charge and approved by the Region Superintendent. For programming consistency, the selected night per week should not vary from season to season.

PERMITTING

The Department prioritizes the general use of outdoor sports facilities based on the following criteria in descending order:

- 1) Recreation and Parks Department organized activities.
- 2) Long term leases, film permits, conditional use, right of entry, etc.
- 3) Six month or longer revocable permits (i.e. Little Leagues).
- 4) Youth and Adult independent agency requests for permits:
 - a. Permit requests priority will go to agencies requesting to renew existing permits for the same dates as previously permitted.
 - b. New agency requests will be awarded on a first-come, first-serve basis.

Any member of the public can apply for a permit or make a reservation for any facility under the jurisdiction of the Municipal Sports Section provided the time period requested is available.

The Municipal Sports Section may issue permits to a recreation center by request of the Director-in-Charge, at such times when the facility is under Municipal Sports jurisdiction but is not being utilized.

NOTE: Although jurisdiction is scheduled to continue until 10:30 p.m. Monday – Friday, the Municipal Sports Section makes every effort to foster good communication with Facility Directors-In-Charge to adjust game times to the needs of the community. If a facility has received special authority from their immediate supervisor to close earlier than 10:30 p.m., it is important that either the supervisor or the Director-In-Charge inform the Municipal Sports Section, so that scheduling may be adjusted for abbreviated hours.

FIELD USAGE FEES:

All permits issued for outdoor sports facilities will be assessed a \$25.00 permit application fee.

INDEPENDENT ADULT GROUPS (excluding soccer):

\$10.00 per hour is to be deposited into the **Regional Municipal Sports Account** – for sports facility refurbishment.

All remaining funds to be deposited into the Recreation and Parks General Fund Account.

The Municipal Sports Section will receive all applications and approve and issue permits for the use of outdoor sports fields for Independent Sports Leagues. The Municipal Sports Section will determine length of permit.

All permits issued for Sunday will be assessed an additional \$4.00 per hour Monitor Fee.

Ball Diamonds, Outdoor Basketball Courts, Multi-Purpose Fields (except for Soccer use)

	<u>Independent Adult Sports Organizations Per Hour Per Field</u>	<u>Private Groups/Businesses Income Generating Activity Per Hour Per Field</u>
Daylight Play	\$35.00	\$70.00
Use of Lights	\$45.00	\$90.00

INDEPENDENT ADULT SOCCER GROUPS (excluding all other sports):

\$10.00 per hour is to be deposited into the **Regional Municipal Sports Account** – for sports facility refurbishment.

All remaining funds to be deposited into the Recreation and Parks General Fund Account.

Field Use Fee for Soccer (excludes synthetic turf fields)

	<u>Independent Adult Sports Organizations Per Hour Per Field</u>	<u>Private Groups/Businesses Income Generating Activity Per Hour Per Field</u>
Daylight Play	\$45.00	\$90.00
Use of Lights	\$55.00	\$110.00
Staff Fee When Facility is Closed	See GENERAL INFORMATION page for current hourly rate.	

GENERAL

An appropriate performance bond will be added to the above fees as needed (refundable if all conditions met).

Expenditures from the Municipal Sports Account for Field Refurbishment must have the prior authorization of a committee consisting of regional management including Superintendent, Principal Recreation Supervisor, and the Recreation Supervisor in charge of the Municipal Sports Section.

Field Use Permits when Facility is normally closed (including but not limited to Saturday and Sunday nights): In addition to any of the above standard fees, the current hourly rate (see General Information page), with a 3-hour minimum, shall be charged to cover the cost of Staff. This fee shall be deposited in Facility’s MRP Fund Account.

INSURANCE COVERAGE

Insurance coverage may be required. See INSURANCE REQUIREMENTS. All applications received by the Municipal Sports Section requesting Youth and/or Adult sport permits and/or special events will be evaluated by staff to determine the level of risk associated with the level of use requested. All regular, on-going permits will require insurance.

CANCELLATION FEES

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

BENEFIT OR FUNDRAISING AFFAIRS

Refer to SPECIAL EVENTS/FUNDRAISERS page.

ADULT SPORTS LEAGUES (run by Municipal Sports Section)

The Municipal Sports Section is engaged in directing a variety of citywide recreational activities, with an emphasis on Adult League competition, tournament and league administration and implementation.

DEFINITION OF FEES

- RAP General Fund: This fee is charged to all adult teams, including House Leagues, and will be deposited into the Recreation and Parks General Fund.
- Administration Fee: This fee includes, but is not limited to, the following services: League organization and administration, scheduling, facility assignments, officials’ assignments, standings, promotion, supplies and awards. Funds will be deposited into the applicable Municipal Sports MRP Account. \$10.00 of this fee will be transferred to the Youth Sports Enhancement Program Account.
- Bond: The bond is used when a team does not appear for a game. In this case, officials are paid from the bond. The amount is based on the officials’ fee for two games. Unused portions of the bond are refundable at the end of the season (if requested in writing by the bond payer). After three (3) years of inactivity, a bond may revert to the Municipal Sports MRP Account.
- Officials’ Fees: Officials’ Fees are dependent on each sport and paid directly to official(s) immediately prior to each game.
- Maintenance Fee: Used for added maintenance of facilities used for Municipal Sports programming.

Municipal Adult Sports Leagues Fee Breakdown NEXT PAGE

MUNICIPAL ADULT SPORTS LEAGUES FEE BREAKDOWN

Baseball

Administration (General Fund)	\$150.00
Administration (MRP X65)	\$ 60.00
YSEP (MRP X60)	\$ 10.00
Bond (2 Umpires)	\$300.00
Trophies/Awards	\$ 80.00
3 Dozen Baseballs (price may vary)	\$210.00

Basketball

Administration (General Fund)	\$115.00
Administration (MRP X65)	\$ 60.00
YSEP (MRP X60)	\$ 10.00
Bond (2 Officials, Scorekeeper)	\$160.00
Trophies/Awards	\$ 80.00

Flag Football

Administration (General Fund)	\$150.00
Administration (MRP X65)	\$ 85.00
YSEP (MRP X60)	\$ 10.00
Bond (2 Officials)	\$180.00
Trophies/Awards	\$ 80.00

Kickball

Administration (General Fund)	\$115.00
Administration (MRP X65)	\$ 60.00
Bond	\$ 48.00
Trophies/Awards	\$ 77.00

Soccer – 7v7

Administration (General Fund)	\$100.00
Administration (MRP X50)	\$ 60.00
YSEP (MRP X60)	\$ 10.00
Bond	\$120.00
Trophies/Awards	\$ 80.00

Soccer – 11v11

Administration (General Fund)	\$150.00
Administration (MRP X50)	\$ 80.00
YSEP (MRP X60)	\$ 10.00
Bond (3 Officials)	\$320.00
Trophies/Awards	\$ 80.00
Equipment	\$ 55.00

Softball – Slow Pitch

Administration (General Fund)	\$150.00
Administration (MRP X65)	\$ 60.00
YSEP (MRP X60)	\$ 10.00
Bond (1 Umpire)	\$ 64.00
Trophies/Awards	\$ 76.00
1 Dozen Softball (price may vary)	\$ 55.00

Volleyball

Administration (General Fund)	\$115.00
Administration (MRP X65)	\$ 60.00
YSEP (MRP X60)	\$ 10.00
Bond	\$ 30.00
Trophies/Awards	\$ 80.00
Equipment	\$ 10.00

All Sports: Per game official's fees to be paid in cash before each game

OFFICIALS' BOND: Used when the official does not show up for an assigned game.

Basketball/Baseball/Soccer **\$30.00**

O'MELVENY PARK

Revised June 2019

Hours of Operation

Available Daily 10:00 a.m. to 6:00 p.m.

Picnic area northeast of Bee Canyon Creek.

Reservations require an advance deposit of 50% of the total fees.

FACILITY USE FEE

50% to be deposited into the Recreation Center MRP Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

<u>Section</u>	<u>Day Rate</u>
I or II	\$75.00
III	\$300.00

MAINTENANCE DEPOSIT

The security deposit is refundable if the site is left in proper order. This fee shall be paid in advance at the time of reservation and is forfeited if the applicant cancels less than 30 days before the reservation date.

Fee is refundable only in case of rain, or the date may be rescheduled.

Section I and II **\$100.00**

Non-Refundable/Refundable Maintenance Deposit*

Section III **\$250.00**

Non-Refundable/Refundable Maintenance Deposit*

*20% is a Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

Moon Bounce Permitting Fee*

\$25.00 per day

100% to the Recreation Center MRP Account.

*Moon Bounce companies must have current insurance endorsement forms on file with the Department Insurance Coordinators.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

CONDITIONS

- Alcohol will not be permitted.
- Parking on Department property only.

PAN PACIFIC AMPHITHEATER & PICNIC AREA

Revised June 2019

FACILITY USE FEES – Amphitheater

50% to be deposited in the Special Fund Account.

50% to be deposited in the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Reservations for special events are limited to one day per weekend.

	<u>Basic Rate</u>	<u>Income Generating Activity Rate</u>
Event Fee	\$300.00	\$600.00

In addition to the flat fee, booth fees etc. will apply. Refer to SPECIAL EVENT/FUNDRAISER page of this manual.

MAINTENANCE DEPOSIT

Maintenance Deposit (minimum)* **\$500.00**

*Region Superintendent may charge more depending on size of event.

20% is a non-refundable Maintenance Fee. 80% is refundable.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Utility Hook-Up **\$75.00**

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

FACILITY USE FEES – Picnic Area

\$15.00 of the permit fee shall be deposited into the Region’s Special Fund Account for maintenance costs and replacements of barbecues (\$10.00 for maintenance, \$5.00 for replacement of barbecues). Remaining monies will be deposited into the Department of Recreation and Parks General Fund Account.

<u>Group Size</u>	<u>Basic Rate</u>
Groups of 1 – 50	\$75.00
Groups of 51 – 100	\$100.00
Groups of 101 - 200	\$150.00

REFUNDABLE DEPOSIT

Groups 1 - 100	\$50.00 per permit
Groups 101 - 200	\$75.00 per permit

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Reservation Fee	\$25.00 (non-refundable) <i>100% to the Recreation Center MRP Account for processing fees.</i>
Utility Hook-Up Fee	\$75.00 <i>100% to the Department of Recreation and Parks General Fund Account.</i>
Moon Bounce Permitting Fee*	\$25.00 per day <i>100% to the Recreation Center MRP Account.</i>

*Moon Bounce companies must have current insurance endorsement forms on file with the Department Insurance Coordinators.

OTHER CONDITIONS

- Permittee must provide off-site parking and shuttle service for all events with expected attendance of 200 or more.
- Department security and/or porta-potties may be required depending on type or time of event.

PAN PACIFIC RECREATION CENTER

Revised June 2019

FACILITY USE FEES – INDOOR AREAS

90% of Facility Use fees to be deposited into the Department of Recreation and Parks General Fund Account.

10% to be deposited into recreation center MRP Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Gymnasium Rental</u>	<u>Basic Hourly Rate</u>	<u>Income Generating Hourly Rate</u>
Single Gym	\$60.00	\$150.00
Double Gym	\$130.00	\$300.00

REFUNDABLE DEPOSIT

Groups of 100 or less	\$100.00	\$200.00
Groups of 100 or more	\$200.00	\$300.00

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Use of Scoreboard and Operator **\$30.00** per hour plus staff fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

PICNICS
Revised June 2019

Reservations for use of designated picnic areas may be made for groups of any size which the facility can accommodate.

Reservations require an advance deposit of 50% of the total fees.

FACILITY USE FEES

\$15.00 of the permit fee shall be deposited into the Region's Special Fund Account for maintenance costs and replacements of barbecues (\$10.00 for maintenance, \$5.00 for replacement of barbecues). Remaining monies will be deposited into the Department of Recreation and Parks General Fund Account.

<u>Group Size</u>	<u>Daily Rate</u> (Pending Availability)
Groups of 1 – 50	\$75.00
Groups of 51 – 100	\$100.00
Groups of 101 - 200	\$150.00

REFUNDABLE DEPOSIT

Region Superintendent may charge a maintenance deposit depending on the size and nature of the event.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Reservation Fee	\$25.00 (non-refundable) <i>100% to the Recreation Center MRP Account for processing fees.</i>
Utility Hook-Up Fee	\$75.00 <i>100% to the Department of Recreation and Parks General Fund Account.</i>
Moon Bounce Permitting Fee*	\$25.00 per day <i>100% to the Recreation Center MRP Account.</i>

*Moon Bounce companies must have current insurance endorsement forms on file with the Department Insurance Coordinators.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

RACING EVENTS

Revised June 2019

BASIC CHARGE

50% to be deposited into the Department of Recreation and Parks General Fund Account.

50% to be deposited into the Special Fund Account.

Reservations require an advance deposit of 50% of the total fees.

FACILITY USE FEES

	<u>First 3 Hours*</u>	<u>First 5 Hours*</u>	<u>Each Add'l Hour</u>
Youth Cross Country Meets All Schools	\$250.00	-	\$60.00
All Races Non-Profit Organizations	-	\$850.00	\$125.00
All Races For-Profit and Commercial Entities	-	\$2800.00	\$300.00

*Charges also apply during set-up and clean-up time.

PAYMENT OF FEES

The total amount of all fees and deposits due shall be paid at least 60 days prior to the date of the event.

Department Sponsorship

Event must meet sponsorship criteria established in the NO-FEE-WAIVER POLICY. If granted, only use fees will be underwritten, all other fees including staff, clean-up, and vendor fees apply.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)* **\$500.00**

*Assessment of litter and damages will be determined after event. All or portion may be refundable.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Reservation Fee

\$85.00

Vendor Fees

See SPECIAL EVENTS/FUNDRAISER page,
Vendor Fees.

*Portable Restrooms may be required of the event
organizer.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

RAMONA HALL COMMUNITY CENTER – Banquet Hall

Revised June 2019

Ramona Hall Community Center Banquet Hall may be utilized for special events, based on availability, under the following guidelines and fee structure.

FACILITY USE FEES

50% to be deposited in the facility MRP Fund Account.

50% to be deposited in the Department of Recreation and Parks General Fund.

Reservations require an advance deposit of 50% of the total fees.

The total amount of all rental fees and deposits due shall be paid in full at least 60 days prior to the scheduled date of use. Otherwise, the reservation may be canceled.

	<u>First 3 Hours</u>	<u>First 6 Hours</u>	<u>Each Add'l Hour</u>
Monday - Thursday	\$200.00	-	\$65.00
Friday or Sunday	-	\$650.00	\$75.00
Saturday, Holiday, Day Prior to Holiday	-	\$850.00	\$75.00

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (Minimum) **\$500.00**

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

Rehearsal Fees **50% of Facility Use Fee**
Rehearsals may be scheduled within 60 days of the event.

Exclusive Parking Lot Use *
First 6 Hours **\$150.00**
Each Add'l Hour **\$40.00**

*Available only when programming permits and at the discretion of the Director in Charge. Does not include staff monitoring fee.

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

FLEX RATE

For purpose of increasing utilization of facility by the public when demand is low, the Region Superintendent may extend a discount of 20% off the approved base and hourly rates for increments of thirty (30) days. The decision to extend the 20% discount shall be based on analysis of past performances in the subject thirty (30) day period showing less than 50% utilization, and/or results of previous use of Flex Rate pricing if applicable, and/or preliminary data on paid reservations within sixty (60) days showing less than 50% utilization. The Region Superintendent may authorize application of the Flex Rate for multiple and concurrent thirty (30) day periods.

ALCOHOL POLICY

City contracted bar services must provide and serve all beverages when alcohol is served.

SEPULVEDA BASIN OFF-LEASH DOG PARK

Revised June 2019

GENERAL

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

No more than 50% of the five acre off-leash dog park will be available for use at a time.

Department will determine amount of park needed to conduct dog obedience classes, dog shows, or any other dog related events.

DOG OBEDIENCE CLASSES

1 hour use	\$90.00
<i>Each additional 30 minutes</i>	\$45.00
<i>Each additional hour</i>	\$90.00

DOG SHOWS

Show Fee (Flat Fee)	\$400.00
Staff Monitor	See GENERAL INFORMATION page for current staff rates

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit	\$100.00
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CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Vendor Fee	See SPECIAL EVENTS/FUNDRAISERS page, under Vendor Fee.
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STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

SPECIAL EVENTS/FUNDRAISERS

Revised June 2019

Including but not limited to public service activities, arts and crafts, baseball card shows, ethnic fairs, white elephant sales, festivals, and fiestas. Fees are to be charged for each area used and for each activity as applicable.

FACILITY USE FEES

Open Space Exclusive Use Daily Fee

100% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Anticipated Attendance</u>	<u>Use Fee – Free Admission</u>	<u>Use Fee – Admission Charged</u>
1 – 250	\$150.00	\$300.00
251 – 500	\$300.00	\$600.00
501 – 1,000	\$700.00	\$1,400.00
1,001 or more	\$1,000.00* minimum	Negotiable by the Regional Superintendent**

*The minimum negotiated fee for each additional 1,000 attendees is **\$150.00**.

The minimum negotiated fee for each additional 1,000 attendees is **\$300.00.

VENDOR FEE

100% to be deposited into the facility MRP Fund Account.

	<u>Rate Per Day Per Booth/ 10 x 10 Equivalent Activity Area</u>
Public Agency/Education booths (no sales of any kind)	No Fee
Non-Profit Organizations (may have sales)	\$50.00
For-Profit Organizations (may have sales)	\$100.00
Commercial Entities (purpose is display of company/logo/product/name and/or commercial sales are conducted)	\$200.00

ALCOHOL SALES

75% of alcohol sales surcharge to be deposited into the center MRP Fund Account.

25% to be deposited into the Department of Recreation and Parks General Fund.

20% of gross alcohol sales is required per Department Policy – Refer to ALCHOHOLIC BEVERAGES.

OUTDOOR FIELDS

Refer to COMMUNITY RECREATION CENTER page.

Athletic usage only. Use of outdoor fields for other than athletic usage shall be charged Open Space Exclusive Use Fee.

INDOOR AREAS

Refer to COMMUNITY RECREATION CENTER page.

ADDITIONAL CHARGES

Parking Lot Fee	\$2.00/per parking space per calendar day. <i>50% of fee to be deposited into the Region Special Fund Account.</i>
	(For special event purposes. Parking not available on a continuing or long-term basis.)
Utility Hook-Up	\$75.00 per day (plus cost of staff as necessary)

INSURANCE

Some events require insurance. Examples include, but are limited to, events where:

- The estimated attendance is in excess of 1,000 persons.
- Large amounts of cash (\$5,000+) or quantities of merchandise will be brought onto park property.
- Large quantities of food will be prepared on the premises or catered and sold to the general public.

See the INSURANCE REQUIREMENTS section for further details.

MAINTENANCE DEPOSIT

Maintenance Deposit (minimum)* **\$500.00**

*Region Superintendent may charge more depending on size of event. 20% is a non-refundable Maintenance Fee. 80% is refundable.

If the Director-in-Charge (DIC) and/or Maintenance Supervisor believe that the above amount will not be sufficient to fully cover clean-up costs, a higher refundable deposit may be charged.

It is the responsibility of the Permittee to keep the event area clean and free of litter during the entire event. Sufficient trash receptacles (quantity and size to be approved by the Maintenance District Supervisor) must be provided. If the Department does not have the required number of receptacles available, the Permittee must provide a sufficient quantity to the satisfaction of the Maintenance District Supervisor.

If, in the opinion of the Maintenance District Supervisor, a dumpster is required to accommodate the anticipated trash, the Permittee is responsible for providing a dumpster and insuring that trash receptacles are regularly emptied into the dumpster during the event.

PORTABLE SANITARY FACILITIES

Requirement meets Health Department Standards One (1) for every 200 (or fraction of) expected attendance.

CANCELLATION FEE

More Than 2 Weeks Prior to Event

50% Refund of Fees

Less Than 2 Weeks Prior to Event

No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

CARNIVAL (Rides and Game Booths)

If a Permittee requests to add rides and/or game booths to a fair, that portion of the event is classified as a “carnival”. If the Permittee’s request for carnival activities must be conducted by a Department approved carnival operator and such activities shall be subject to the Department’s carnival policies, procedures and fees. (refer to Department Instruction No. 321 and the Schedule of Rates and Fees, “Carnivals”).

PERMIT PROCEDURES

It is the responsibility of the Director-in-Charge to collect fees and deposit collected fees into the appropriate accounts.

Booth/Vendor Rental Fee	MRP Fund Account and/or Special Fund Account
Facility Use Fee	RAP General Fund
Refundable Deposit	MRP Fund Account and/or Special Fund Account
Trash Receptacle Fee (if any)	Special Fund Account
Part-Time Staff Fee	MRP Fund Account and/or Special Fund Account
Full-Time Staff Fee	MRP Fund Account and/or Special Fund Account
Event Monitor	MRP Fund Account and/or Special Fund Account

The completed application for the fair and the plot plan are forwarded to the Recreation District Supervisor for approval, and then to the Region Insurance Coordinator.

Upon receiving evidence of acceptable insurance from the Permittee, the Insurance Coordinator prepares the permit and sends copies of the permit and plot plan to the following:

1. Permittee
2. Director-in-Charge
3. Recreation District Supervisor
4. Maintenance District Supervisor
5. Park Ranger Office
6. Office of Public Safety – GSD\
7. County Health Department
8. Fire Department
9. Police Department

SYNTHETIC TURF SOCCER FIELDS (Non - RAP Programs)
Established June 2019

The following fees shall govern all Synthetic Turf (Artificial Turf) soccer fields with the exceptions of the Soboroff Sports Field at EXPO Center and Jackie Robinson Stadium at Rancho Cienega Sports Complex.

PERMITTING

At each Synthetic Turf field, the respective Region Superintendent shall determine use and/or permitting time jurisdiction between Facility/Region Recreation staff and the Municipal Sports Section allowing Recreation Center programs first right of refusal for times of usage.

The Department prioritizes the general use of outdoor sports facilities based on the following criteria in descending order:

- 1) Recreation and Parks Department organized activities.
- 2) Long term leases, film permits, conditional use, right of entry, etc.
- 3) Six month or longer revocable permits (i.e. Little Leagues).
- 4) Youth and Adult independent agency requests for permits:
 - a. Permit requests priority will go to agencies requesting to renew existing permits for the same dates as previously permitted.
 - b. New agency requests will be awarded on a first-come, first-serve basis.

FIELD USE FEES

25% is to be deposited into the Regional Municipal Sports Account – for sports facility refurbishment.
25% is to be deposited into the Center MRP Refurbishment Account.
50% is to be deposited into the General Fund Account.

All permits issued for outdoor sports facilities will be assessed a **\$25.00** permit application fee to be deposited into the Regional Municipal Sports Account or Center MRP Refurbishment Account, whichever is the permitting agency. An additional hourly Staff Fee may be assessed in addition to Rental Rates (See STAFF FEES below).

Reservations require an advance deposit of 50% of total fees.

INSURANCE COVERAGE

Refer to INSURANCE REQUIREMENTS page.

Adult Rental Groups

Full Field Length	<u>Mini</u>	<u>Small</u>	<u>Medium</u>	<u>Large</u>
	<u>124 feet or less</u>	<u>125-249 feet</u>	<u>250-300 feet</u>	<u>301+ feet</u>
	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>
Daylight Use	\$40.00	\$50.00	\$55.00	\$60.00
Use of Lights	\$50.00	\$60.00	\$65.00	\$70.00

Youth Rental Groups

A “Youth Size Field” is either a Full Mini, Small, or Medium Field or Half of a Large Field.

YOUTH SPORTS ORGANIZATIONS AND ASSOCIATIONS (e.g. Y.M.C.A., C.Y.S.O., A.Y.S.O.)

This fee applies to ages 17 years old and under Youth Sports Organizations and Associations (not individual teams) during their traditional regular season that have no restrictions to their registration of participants (other than age divisions). This fee does not apply to pre or post season play, tournaments, or all-stars, clubs, and travel teams.

All Youth Size Fields	<u>Recreation Center</u> <u>Hourly Rate</u>	<u>Subsidized Center</u> <u>Hourly Rate</u>
Daylight Use	\$20.00	\$15.00
Use of Lights	\$25.00	\$20.00

PRIVATE YOUTH GROUPS, PRIVATE SCHOOLS, ALL YOUTH TOURNAMENTS, AND NON-TRADITIONAL USE BY YOUTH SPORTS ORGANIZATIONS

Including but not limited to: private, individual youth teams, travel teams, club teams, all-star teams, tournament teams, and use outside of traditional regular season.

Full Field Lengths	<u>Mini/Small</u> <u>Hourly Rate</u>	<u>Medium/Large</u> <u>Hourly Rate</u>
Daylight Use	\$40.00	\$50.00
Use of Lights	\$50.00	\$60.00

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)* **\$100.00**

*To be deposited into the Regional Municipal Sports Account or Center MRP Refurbishment Account, whichever is the permitting agency. Should only be refunded if Permittee performed basic clean-up and litter pick-up. If not, amount shall be transferred to MRP **Fund** Account.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

STAFF FEES

If staff to monitor the fields is required for entire permitted time, permits issued will be assessed a staff fee per hour. Part-time staff fees are established in the GENERAL INFORMATION section. Staff fees may be reduced if only one staff is monitoring multiple fields. If staff is not required for entire permitted time, permits issued will be assessed an additional \$5.00 per hour for staff to open and close the restrooms.

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

WATTS SENIOR CITIZEN CENTER

Revised June 2019

FACILITY USE FEES

50% to be deposited into the MRP Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>
Outdoor Events & Rose Garden Weddings	\$250.00	\$50.00
Auditorium and Kitchen	\$375.00	\$50.00
Dining Room and Kitchen	\$250.00	\$40.00
Auditorium, Dining Room, and Kitchen	\$400.00	\$60.00
Lounge	\$200.00	\$40.00
Atrium	\$150.00	\$35.00
Craft Room	\$150.00	\$35.00
Kitchen	\$75.00	-

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (Minimum) **\$100.00**

ADDITIONAL CHARGES

Public Address System (Set-up Free) **\$75.00**

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 Weeks Prior to Event **No Refund of Fees**

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

SPECIAL RATES FOR MEMBERS OF THE WATTS SENIOR CITIZEN CENTER

Members of the Watts Senior Citizen Center shall pay fees in accordance with the rates set for "Community Recreation Centers" (see appropriate pages in this manual for fee information).

OTHER CONDITIONS

- Alcohol is prohibited at this facility.
- All events must end no later than 10:30 p.m.
- Permittee must adhere to all applicable sound restrictions.
- Permittee is responsible for litter pick-up and all other clean-up.
- Insurance may be required as needed by the Department.

WESTCHESTER SENIOR CITIZEN CENTER

Revised June 2019

FACILITY USE FEES

50% to be deposited into the Department of Recreation and Parks General Fund Account.

50% to be deposited into the MRP Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>Basic Rate</u>		<u>Income Generating Rate</u>	
	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>
Building	\$500.00	\$100.00	\$1,000.00	\$200.00
Kitchen	\$75.00	-	-	-
Lounge	\$75.00	-	-	-

MAINTENANCE DEPOSIT

Maintenance Deposit* **\$500.00**

*20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

Public Address System Set-Up Fee **\$75.00**

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

WESTWOOD RECREATION COMPLEX

Revised June 2019

FACILITY USE FEES – INDOOR AREAS

90% of Facility Use fees to be deposited into the Department of Recreation and Parks General Fund Account.

10% to be deposited into recreation center MRP Account.

Reservations require an advance deposit of 50% of the total fees.

<u>Gymnasium Rental</u>	<u>Basic Hourly Rate</u>	<u>Fee Generating Hourly Rate</u>
Single Gym	\$70.00	\$150.00
Double Gym	\$150.00	\$300.00

RACQUETBALL FACILITY USE FEES

<u>Membership</u>	Yearly reservation card fee (Jan. 1 – Dec. 31) <i>100% deposited to MRP Fund Account.</i>	\$50.00
	Reservation card purchases after July 1 <i>100% deposited to MRP Fund Account.</i>	\$25.00

<u>Court Fees</u>	<u>Hourly Rate</u>
Weekdays 6:00 a.m. – 4:00 p.m.	\$15.00
Weekdays 4:00 p.m. – 11:00 p.m. <i>*\$1.00 per hour to MRP Fund Account</i>	\$18.00*
All day Saturday, Sunday & Holidays	\$18.00

REFUNDABLE DEPOSIT

Groups of 100 or less	\$100.00	\$200.00
Groups of 100 or more	\$200.00	\$300.00

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

WILKINSON SENIOR CITIZEN CENTER

Revised June 2019

FACILITY USE FEES

50% to be deposited into the Department of Recreation and Parks General Fund Account.

50% to be deposited into the MRP Fund Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>Basic Rate</u>		<u>Income Generating Rate</u>	
	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>
Auditorium	\$500.00	\$100.00	\$1,000.00	\$200.00
Lunch Room	\$350.00	\$75.00	\$700.00	\$150.00

MAINTENANCE DEPOSIT

Maintenance Deposit* **\$500.00**

*20% is a non-refundable Maintenance Fee. 80% is refundable, similar to the Special Events fee.

CANCELLATION FEE

More Than 2 Weeks Prior to Event **50% Refund of Fees**

Less Than 2 weeks Prior to Event **No Refund of Fees**

ADDITIONAL CHARGES

Public Address System Set-Up Fee **\$75.00**

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

WOODLEY CRICKET FIELDS

Revised June 2019

FACILITY USE FEES

50% to be deposited into the Special Fund Account.

50% to be deposited into the Department of Recreation and Parks General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Cricket Field – Exclusive Use	\$200.00 per day
Cricket Field – Public Use When Available	\$50.00 per hour

SEASONAL RATE

Any organization with a seasonal permit must make available to the general public at least one field per month.

Sports Organizations and Associations (e.g. Southern California Cricket Association) <i>For months April through November</i>	\$3,300.00 per field
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REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)*	\$300.00
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*Amount of deposit to be refunded shall be determined by the Regions' Grounds Maintenance Division.

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

OTHER CONDITIONS

- Insurance may be required as needed by the Department.

YOUTH SPORTS GROUPS

Revised June 2019

All permits issued for outdoor sports facilities will be assessed a \$25.00 permit application fee.

Reservations require an advance deposit of 50% of total fees.

From the fees below, \$5.00 per hour is to be deposited into the **Regional Municipal Sports Account** – for sports facility refurbishment.

Private, non-profit youth sports leagues providing maintenance and repair of sports fields shall not be required to pay the \$5.00 per hour, per field maintenance fee (i.e. Little League).

Remaining funds to be deposited into the **Department of Recreation and Parks General Fund Account**.

YOUTH SPORTS ORGANIZATIONS AND ASSOCIATIONS (e.g. Y.M.C.A., C.Y.S.O., A.Y.S.O)

This fee applies to ages 17 years old and under Youth Sports Organizations and Associations (not individual teams) during their traditional regular season that have no restrictions to their registration of participants (other than age divisions). This fee does not apply to pre or post season play, tournaments, or all-stars, clubs, and travel teams.

FIELD USE FEES

Recreation Center – Hourly Rate, Per Field

Year	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Daylight Use	\$12.00	\$13.00	\$14.00	\$15.00	\$16.00
Use of Lights	\$14.00	\$15.00	\$16.00	\$17.00	\$18.00

Subsidized Center – Hourly Rate, Per Field

Year	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Daylight Use	\$9.00	\$10.00	\$11.00	\$12.00	\$13.00
Use of Lights	\$11.00	\$12.00	\$13.00	\$14.00	\$15.00

Tournament Fees

A fee of **\$35.00** per hour will be charged during the day and **\$45.00** per hour at night for baseball, softball, flag football, and soccer or any multi-purpose field.

PRIVATE YOUTH OR SCHOOL TEAMS

Including but not limited to: private, individual youth teams, travel teams, club teams, all-star teams, tournament teams, and use outside of traditional regular season.

FIELD USE FEES

	<u>Day</u> <u>Basic Hourly Rate, Per Field</u>	<u>Night</u> <u>Basic Hourly Rate, Per Field</u>
<u>Recreation Center</u> Use of baseball, softball, flag football, and soccer fields.	\$35.00	\$45.00
<u>Subsidized Center</u> Use of baseball, softball, flag football, and soccer fields.	\$30.00	\$40.00
	<u>Recreation Center</u> <u>Hourly Rate</u>	<u>Subsidized Center</u> <u>Hourly Rate</u>
Use of Gymnasiums	\$60.00*	\$50.00*

*90% is to be deposited into the Department of Recreation and Parks General Fund Account. 10% is to be deposited into center MRP Account.

Private, Parochial, L.A.U.S.D. and non-L.A.U.S.D. school teams are only exempted from fees if there is a reciprocal agreement between the center and the school by which the Department received an equivalent value in facility use, materials and/or other in-kind services, as determined by the Principal Recreation Supervisor.

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit **\$100.00 per permit**

CANCELLATION FEE

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 weeks Prior to Event	No Refund of Fees

ADDITIONAL CHARGES

Fundraising Events	See SPECIAL EVENTS/FUNDRAISER page.
Admission	If an admission is charged for an event, the standard income generating fee for standard building or field will apply.

STAFF FEES

If staff to monitor the fields is required for entire permitted time, permits issued will be assessed a staff fee per hour. Part-time staff fees are established in the GENERAL INFORMATION section. Staff fees may be reduced if only one staff is monitoring multiple fields. If staff is not required for entire permitted time, permits issued will be assessed an additional \$5.00 per hour for staff to open and close the restrooms.

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

EXHIBIT-C
Recreation Assistant Costs

Recreation Assistant (RA) Rates (per hour)

	<u>Base</u>	<u>Retention</u>	<u>Estimated</u>	<u>Vacation</u>	<u>Sick</u>	<u>Holidays</u>	<u>General Fund</u>	<u>SubTotal</u>		<u>Total</u>
	<u>Rate</u>	<u>Bonus</u>	<u>Raises</u>	<u>(VC)</u>	<u>(SK)</u>	<u>(HO)</u>	<u>8%</u>	<u>Rec Center</u>	<u>City Paid</u>	<u>Rate</u>
Half Time - under 900 hours	\$ 17.29	\$ -	\$ 2.60	\$ -	\$ 1.59	\$ 1.72	\$ 1.86	\$ 25.06	\$ 11.67	\$ 36.73
Half Time - under 900 hours, Retention	\$ 17.29	\$ 0.50	\$ 2.60	\$ -	\$ 1.63	\$ 1.77	\$ 1.90	\$ 25.69	\$ 11.67	\$ 37.36
Half Time - over 900 hours	\$ 17.29	\$ -	\$ 2.60	\$ 1.11	\$ 0.95	\$ 1.03	\$ 1.84	\$ 24.83	\$ 7.00	\$ 31.83
Half Time - over 900 hours, Retention	\$ 17.29	\$ 0.50	\$ 2.60	\$ 1.14	\$ 0.98	\$ 1.06	\$ 1.89	\$ 25.46	\$ 7.00	\$ 32.46

Retention For Summer Night Light Sites, RA's get paid 50¢ more per hour

Estimated Raises 3% per year for the next 5 years or 52¢ per year

Vacation Hours RA's receive VC hours ranging 44-100 hours per year
Estimate for average RA is 56 hours VC 5.6% more per hour

Sick Hours RA's receive 48 hours SK pay per year
If a RA averages 600 hours per year 8.0% more per hour
If a RA averages 1000 hours per year 4.8% more per hour

Holidays RA's receive (13) 4-hour holidays 52 hours HO pay per year
If a RA averages 600 hours per year 8.7% more per hour
If a RA averages 1000 hours per year 5.2% more per hour

General Fund 8% of all income to the Recreation Center goes to the General Fund and is not used to pay directly for the RA

City Paid Benefits RA's cost ranges with a minimum \$7,000 paid by the city per year
If a RA averages 600 hours per year \$ 11.67 more per hour
If a RA averages 1000 hours per year \$ 7.00 more per hour

Facility and Field Rates and Fees Research for Surrounding Areas

Area	Picnic Permit Costs	Event Permit Costs	Room Rental Costs (per hour)	Table & Chairs Rental Fees	Field Fees (AYSO/Little League) (per hour)	Staff Fees	Sources
Beverly Hills	<p>•100 patrons MAX</p> <p>RESIDENT FEES •1 - 50 patrons: \$15/ table, per day •50 - 100 patrons: \$36/ table, per day •Pavilion (4 tables, 2 grills): \$104/day</p> <p>NON-RESIDENT •1 - 50 patrons: \$30/table, per day •50 - 100 patrons: \$74/table, per day •Pavilion (4 tables, 2 grills): \$208/day</p>	Varies	<p>•2 hr. minimum •Rooms from 30 patrons max to multipurpose room 120 patrons max</p> <p>RESIDENT FEES •\$43 - \$208/hr</p> <p>NON-RESIDENT •\$54 - \$260/hr</p>	<p>•Included in Room Rental</p>	<p>RESIDENT FEES •Private Use: \$60/hr •Non-Profit: \$30/hr</p> <p>NON-RESIDENT •Private Use: \$120/hr •Non-Profit: \$60/hr</p>	•Park Ranger/Facility Staff: \$60	<p>Park and Facility Rates Information: CALL: (310) 285-6840 http://beverlyhills.org/living/recreationparks/facilityrentalsreservations/listofindoorfacilities/roxburymemorialparkandcommunitycenter/ http://www.beverlyhills.org/cbhfiles/storage/files/4209936791086682100/RoxburyRentalInformationPacketFY17.pdf</p>
Burbank	<p>•Application Fee: \$30 •Groups under 25 people are not required to have a permit. •Various size rooms for groups: 50 max to 400 max</p> <p>RESIDENT FEES •4 Hour Permit: \$80 - \$200 •Additional Hour(s): \$20 - \$50</p> <p>NON-RESIDENT •4 Hour Permit: \$120 - \$300 •Additional Hour(s): \$30 - \$75</p> <p>NON-PROFIT •4 Hour Permit: \$40 - \$100 •Additional Hour(s): \$10 - \$25</p>	<p>Large/Corporate Events</p> <p>RESIDENT FEES •4 Hour Permit: \$500 •Additional Hour(s): \$125</p> <p>NON-RESIDENT •4 Hour Permit: \$750 •Additional Hour(s): \$187.50</p> <p>NON-PROFIT •4 Hour Permit: \$250 •Additional Hour(s): \$62.50</p>	<p>Youth RESIDENT FEES •\$13 - \$17/hr NON-RESIDENT •\$19 - \$25/hr</p> <p>Adult RESIDENT FEES •\$21 - \$28/hr NON-RESIDENT •\$31 - \$39/hr</p> <p>Youth Sports Rental Rates •\$25 - \$55/hr</p>	<p>•Included in Room Rental •Varies depending on type/size of event for outdoor/ not set price for each rental</p> <p>•Example : 50 People with Picnic Permit Outdoors(4hrs):</p> <p>RESIDENT •\$210 (\$100 refunded if returned in clean/good condition)</p> <p>NON-RESIDENT •\$400 (\$250 refunded if returned in clean/good condition)</p>	<p>RESIDENT FEES • \$20/hr •Additional Hour(s): \$20/hr</p> <p>NON-RESIDENT •\$40/hr •Additional Hour(s): \$40/hr</p> <p>NON-PROFIT •Fee: \$10 •Additional Hour(s): \$10</p>	•No Staff Fees	<p>Parks and Facility Rates Information: http://www.burbankca.gov/home/showdocument?id=43047</p> <p>Facility Rates Information: http://www.burbankca.gov/home/showdocument?id=43053 CALL: (818)238-5300</p>
Carson	<p>•Security Deposit \$25</p> <p>RESIDENT FEES •\$195.30/Day</p> <p>NON-RESIDENT •\$265.70/Day</p>	Varies	<p>•120 patrons MAX •Room No Kitchen: Security Deposit \$125 - \$175/hr •Room With Kitchen: Security Deposit \$175 - \$225/hr</p> <p>RESIDENT •Room No Kitchen: \$249.50 - \$323.00/hr •Room W/Kitchen: \$297.90 - \$380.40/hr</p> <p>NON-RESIDENT •Room No Kitchen: \$343.00 - \$409.00/hr •Room W/Kitchen: \$437.60 - \$503.60/hr</p>	•Included in Room Rental	<p>•Security Deposit of \$100.00 •Minimum 2 hours</p> <p>RESIDENT FEES •\$46.00/hr</p> <p>NON-RESIDENT •\$86.00/hr</p>	•\$18.00/hr	<p>Parks and Facility Rates Information: CALL: (310) 847-3574 or (310) 847-3570</p>

Compton	•Information not available	Varies	Community Rooms •\$35 - \$50/hr Banquet Rooms •Capacity:250 people •4 hrs min. RESIDENT •\$75 (1-75 people)/hr •\$100 (76-150 people)/hr •\$125(151-250 people)/hr NON-RESIDENT •\$100 (1-75 people)/hr •\$125 (76-150 people)/hr •\$150 (151-250 people)/hr Gym: \$75/hr	•Included in Room Rental, additional must use vendor	RESIDENT FEES •Unlighted: \$30/hr •Lighted: \$35/hr NON-RESIDENT •Unlighted: \$40/hr •Lighted: \$45/hr	•Staff Fees Included in Fees	Parks and Facility Rates Info: http://www.comptoncity.org/depts/parks/rentals/roomsfields.asp CALL: (310)605-6330
Culver City	•Daily Rate Veterans Park Picnic Shelter/ Culver City Park Picnic Area 2 RESIDENT FEES (Maximum 300 People) •Up to 100 people: \$124 •For Each Additional Group of 25: \$31 •Non-Profit Flat Rate: \$124 NON-RESIDENT FEES •Up to 100 people: \$166 •For Each Additional Group of 25: \$62 •Non-Profit Flat Rate: \$166 Other Park Picnic Areas RESIDENT FEES (Maximum 300 People) •For Each Group of 25 people: \$31 •Non-Profit Flat Rate: \$42 NON-RESIDENT FEES •For Each Group of 25 people: \$62 •Non-Profit Flat Rate: \$84 •Mounbounce Fee: \$31	Varies	RESIDENT FEES •\$146 - \$187/hr NON-RESIDENT •\$166 - \$208/hr NON-PROFIT (Flat Rate) •Resident: \$104 •Non-Resident: \$166	•Included in Room Rental	RESIDENT FEES •Private: \$36/hr •Non-Profit: \$12/hr •Tournament: \$52/hr NON-RESIDENT •Private: \$52/hr •Non-Profit: \$36/hr •Tournament: \$62/hr Additional Charges: •Lighting: \$11/hr •Custodial Fee: \$52/hr	•\$25/hr	Parks and Facility Rates Information: http://www.culvercity.org/home/showdocument?id=1751 https://www.culvercity.org/how-do-i/find/park-picnic-and-facility-reservations CALL: (310)253-6671
El Segundo	•Permit required for 25+ patrons, less than 25 patrons, no permit required RESIDENT FEES •Non-Profit/Individual:\$10/hr •For-Profit: \$20/hr NON-RESIDENT FEES •\$30/hr	•Special Event Permit Application Fee: \$60	<i>Small and Large Room Rental</i> RESIDENT •Non-profit/Individual: \$15 - \$45/hr •For-Profit: \$30 - \$90 NON-RESIDENT •\$45 - \$135/hr	•Included in Room Rental •No rental available for outdoor picnic permits	RESIDENT •Non-profit/Individual: \$30 - \$55, No Lighting Fee •For-Profit: \$60 - \$110, Lighting Fee \$20 NON-RESIDENT •\$90 - \$165, Lighting Fee \$20	•\$25/hr	Parks and Facility Rates Information: http://www.elsegundo.org/civicax/filebank/blobdload.aspx?blobid=9551 CALL: (310)524-2700
Glendale	•4 - 5 hours minimum •\$35 - \$80/hr	Varies	•50 - 100 maximum/ 4hr minimum •\$20 - \$80/hr	•Included in Room Rental	•Stand Alone Field(Not connected to Rec): \$25/hr •Recreation Fields: \$63 - \$80/hr	•Included in Fees	Parks and Facility Rates Information: http://www.glendaleca.gov/home/showdocument?id=16389 CALL: (818)548-2000

Hawthorne	<ul style="list-style-type: none"> •15 or more patrons, permit required. •Security Deposit: \$20.00 <p>Basic Park Rental Fee</p> <ul style="list-style-type: none"> •15 - 50 patrons: \$21/day •51 - 100 patrons: \$34/day •101+ patrons: \$53/day <p>Formal Picnic Areas</p> <ul style="list-style-type: none"> •\$19.00 - \$31.00 additional to basic park fee. 	•Costs Vary Case by Case	•Limited to Private Rental for Organizations/Businesses	•Included	<ul style="list-style-type: none"> •No Rental/ First Come First Served •Indoor Sports Center: Available for sports events/ recreational programs. Costs vary case by case. 	•Included in Fees	<p>Park and Facility Rates:</p> <p>http://www.cityofhawthorne.org/facility-rental-information/</p> <p>http://www.cityofhawthorne.org/sports-center-activities/</p>
Hermosa Beach	<ul style="list-style-type: none"> •25 patron capacity •Application Fee: \$21 •Bounce House Fee: \$21 <p>RESIDENTS ONLY</p> <ul style="list-style-type: none"> •\$63/ 4 hour rental 	Varies	<ul style="list-style-type: none"> •Application Fee: \$21 •Security Deposit: \$55 - \$268 <p>RESIDENT</p> <ul style="list-style-type: none"> •Commercial: \$21 - \$31/hr •Non-Profit: \$21 - \$26/hr <p>NON-RESIDENT</p> <ul style="list-style-type: none"> •\$66/hr <p>GYM</p> <ul style="list-style-type: none"> •\$26 - \$54/hr 	•Included in Room Rental	<ul style="list-style-type: none"> •Only available for local registered non-profit organizations. •Application Fee: \$20 <p>•No lights: \$10/hr</p> <p>•Lights: \$20/hr</p>	<ul style="list-style-type: none"> •Included in Most Fees •Clark Building Meeting/Activity Room: \$10/hr 	<p>Parks and Facility Rates Information:</p> <p>FIELD USE</p> <p>http://www.hermosabch.org/modules/showdocument.asp?documentid=5420</p> <p>INDOOR USE</p> <p>http://www.hermosabch.org/modules/showdocument.asp?documentid=8188</p>
LA County	<ul style="list-style-type: none"> •Daily Rates <p>•Small (1-75 people): \$50</p> <p>•Medium (76-100): \$85</p> <p>•Large (101-200): \$225</p>	Varies	<ul style="list-style-type: none"> •Small (1-150): \$35/hr •Medium (151-249): \$50/hr •Large (250 +): \$65/hr 	•Outside Vendor Rental	<ul style="list-style-type: none"> •Baseball Field: \$17/hr •Soccer Field: \$22/hr •Grass Acre/Non-Playing Field: \$250/hr 	•\$15.34/hr	<p>Parks and Facility Rates Information:</p> <p><i>County of Los Angeles Department of Parks and Recreation</i></p> <p>CALL: (626) 588-5364</p> <p>http://reservations.lacounty.gov/index.asp?actiontype=day_use</p>
LA Unified	N/A	N/A	<p>"Without Charge" Groups (Indoor, non-recreational meetings/activities/staff not required)</p> <ul style="list-style-type: none"> •\$0 	N/A	<ul style="list-style-type: none"> •Application Fee: \$78 <p>"Full Charge" Youth and Adult Groups</p> <ul style="list-style-type: none"> •Indoor: \$28/hr •Outdoor: \$48/hr 	•Custodial Fee for "Full Charge" group: \$5/hr	<p>*Gym/Fields Only</p> <p>http://www.laschools.org/new-site/healthy-spaces/civic-center-permits</p> <p>CALL: (213) 241-6900</p>
Long Beach	<ul style="list-style-type: none"> •Permit Fee: \$30.00 •25+ patrons , permit required •Special Use Fee (Moon Bounce): \$34 - \$45 •Security Deposit: \$118 - \$333 •Hourly Rates, 4 hr minimum <p>FAMILY/NON-PROFIT</p> <ul style="list-style-type: none"> •\$135 - \$220 (150 max patrons - 1,000 max patrons spaces) •El Dorado Park: \$185 - \$595 <p>COMPANY</p> <ul style="list-style-type: none"> •\$210 - \$430 (150 max patrons - 1,000 max spaces) •El Dorado Park: \$195 - \$630 	•Special Event Fee: \$160 plus deposit based on type of event/size/scope	<ul style="list-style-type: none"> •Permit Fee: \$30 •Maintenance Fee: \$110 •Refundable Deposit: \$375 •Hourly Rates <p>RESIDENT FEES</p> <ul style="list-style-type: none"> •Non-Commercial: \$23 - 40 •Promotional: \$56 - \$110 •Revenue Producing: \$66 - \$130 (During prime time, additional 10% gross) <p>NON-RESIDENT</p> <ul style="list-style-type: none"> •Non-Commercial: \$37 - \$60 	•Included in Room Rental	<ul style="list-style-type: none"> •2 hour minimum <p>RESIDENT FEES</p> <ul style="list-style-type: none"> •Soccer Fields: \$33/hr •Softball/Baseball Fields: \$33/hr <p>NON-RESIDENT</p> <ul style="list-style-type: none"> •Soccer Fields: \$64/hr •Softball/Baseball Fields: \$48/hr <p>FIELD RENTAL/PROFIT</p> <ul style="list-style-type: none"> •Soccer Fields: \$84/hr •Softball/Baseball Fields: \$64/hr 	•\$25/hr	<p>Parks and Facility Rates Information:</p> <p>http://www.longbeach.gov/park/park-and-facilities/directory/facility-reservations/</p>

Manhattan Beach	<ul style="list-style-type: none"> •Application Fee: \$25 •Refundable Deposit: \$50 •Hourly Rates <p>RESIDENT FEES</p> <ul style="list-style-type: none"> •\$9 - \$17 (Picnic Tables/ Gazebo) •\$69 Amphitheater <p>NON-RESIDENT FEES</p> <ul style="list-style-type: none"> •\$17 - \$40 (Picnic Tables/ Gazebo) •\$109 Amphitheater 	Varies	<ul style="list-style-type: none"> •Refundable Deposit: \$300 <p>RESIDENT FEES</p> <ul style="list-style-type: none"> •\$29 - \$144/hr <p>NON-RESIDENT FEES</p> <ul style="list-style-type: none"> •\$35 - \$173/hr 	<ul style="list-style-type: none"> •Included in Room Rental 	<ul style="list-style-type: none"> •Application Fee: \$25 •Refundable Deposit: \$50 •2 hours minimum •\$15 per participant fee applies •2 hour minimum •Light Fee: \$12/hr <p>RESIDENT FEES</p> <ul style="list-style-type: none"> •\$25 - \$33/hr •\$100 (Manhattan Village)/hr <p>NON-RESIDENT</p> <ul style="list-style-type: none"> •\$50/hr •\$150 (Manhattan Village)/hr <p>FIELD RENTAL/PROFIT</p> <ul style="list-style-type: none"> •\$100/hr •\$200 (Manhattan Village)/hr 	<ul style="list-style-type: none"> •\$11/hr 	<p>Parks and Facility Rates Information:</p> <p>PICNIC/ROOMS http://www.citymb.info/departments/parks-and-recreation/parks-and-facilities/park-and-facility-reservations/indoor-and-outdoor-facility-price-list</p> <p>FIELDS http://www.citymb.info/home/showdocument?id=6878</p>
Montebello	<ul style="list-style-type: none"> •Daily Rates <p>RESIDENT FEES</p> <ul style="list-style-type: none"> •\$57 <p>NON-RESIDENT FEES</p> <ul style="list-style-type: none"> •\$83 <p>•Moonbounce Fee: \$57</p>	Varies	<p>RESIDENT FEES</p> <ul style="list-style-type: none"> •\$47/hr <p>NON-RESIDENT</p> <ul style="list-style-type: none"> •75/hr 	<ul style="list-style-type: none"> •Included in Room Rental 	<p>RESIDENT FEES</p> <ul style="list-style-type: none"> •Unlighted: \$29/hr •Lighted: \$47/hr <p>NON-RESIDENT</p> <ul style="list-style-type: none"> •Unlighted: \$43/hr •Lighted: \$63/hr 	<ul style="list-style-type: none"> •Staff Fees Included in Fees 	<p>Parks and Facility Rates Not Listed Online</p> <p>CALL: (323)887-12200 x540</p>
San Fernando Valley	<ul style="list-style-type: none"> •No Picnic Permit Fee, First Come First Served 	Varies	<ul style="list-style-type: none"> •Hourly Rates <p>RESIDENT FEES</p> <ul style="list-style-type: none"> •\$45 (1-49 guests) - \$141(250-300 guests) <p>NON-RESIDENT</p> <ul style="list-style-type: none"> •\$55 (1-49 guests) - \$151 (250-300 guests) 	<ul style="list-style-type: none"> •Included in Room Rental •No rental available for outdoor picnic permits 	Information Not Retrievable	<ul style="list-style-type: none"> •Staff Fees Included in Fees 	<p>Parks and Facility Rates Information Not Listed Online</p> <p>Maria (818)898-7380 (Field Info)</p> <p>CALL: (818) 898-1290</p>
Santa Monica	<ul style="list-style-type: none"> •Permit not required for parties under 150 people. Reservations are recommended. <p>RESIDENT FEES</p> <ul style="list-style-type: none"> •4 Hours - \$60 •Additional Hour(s) - \$15 <p>NON-RESIDENT FEES</p> <ul style="list-style-type: none"> •4 Hours - \$90 •Addition Hour(s) - \$22.50 	<ul style="list-style-type: none"> •Administrative fee ranges from \$96.27 - \$704.12 <p>APPLICATION FEES (\$50 - \$305)</p> <ul style="list-style-type: none"> •Category 1: 16+ weeks in advance - \$79.48 12-15 weeks in advance - \$151.12 30 days-11 weeks in advance - \$302.25 •Category 2: 3 business days - \$50.00 •Category 3: 2 days - \$50.00 	<ul style="list-style-type: none"> •Hourly Rates <p>RESIDENT FEES</p> <ul style="list-style-type: none"> •\$26 - \$52 <p>NON-RESIDENT</p> <ul style="list-style-type: none"> •\$37 - \$74 <p>NON-PROFIT</p> <ul style="list-style-type: none"> •\$13 - \$26 	<p>MEETING ROOM:</p> <ul style="list-style-type: none"> •Patio - 36 Chairs 6 Tables Included in Fee •Workshop - 108 Chairs 18 Tables Included in Fee 	<ul style="list-style-type: none"> •Hourly rates <p>RESIDENT FEES</p> <ul style="list-style-type: none"> •Community/Individual Groups Non-Profits, Private Schools: Low Intensity - \$13.00 High Intensity - \$19.50 Lights - \$13.00 •Camps: Low Intensity - \$26.00 High Intensity - \$32.00 Lights - \$26.00 <p>NON-RESIDENT FEES</p> <ul style="list-style-type: none"> •Community/Individual Groups Non-Profits, Private Schools: Low Intensity - \$19.50 High Intensity - \$26.00 Lights - \$19.50 •Camps: Low Intensity - \$32.00 High Intensity - \$39.00 Lights - \$31.00 	<ul style="list-style-type: none"> •Sports Field: \$28.82/hr •Room Rental: \$15.95/hr - \$18.46/hr 	<p>Parks and Facility Rates Information:</p> <p>https://www.smgov.net/uploadedFiles/Department s/CCS/Permits_Rentals/Reserve/GROUP%20BBQ%20AREA%20INFORMATION%20AND%20RULES.pdf</p> <p>Event Permit Rates:</p> <p>https://www.smgov.net/uploadedFiles/Department s/CCS/Permits_Rentals/Community_Events/ESTIMATE%20OF%20EVENT%20SERVICES%2017-18%20linkspdf.pdf</p>

Torrance	<ul style="list-style-type: none"> •Moon Bounce Fee: \$25 •Refundable Deposit: \$100 Small Group/ \$250 Large Group •Daily Rates <p>RESIDENT</p> <ul style="list-style-type: none"> •1 - 25: \$25 •26 - 50: \$50 •51 - 75: \$75 •76 - 100: \$100 <p>NON-RESIDENT</p> <ul style="list-style-type: none"> •1 - 25: \$50 •26 - 50: \$100 •51 - 75: \$150 •76 - 100: \$200 	<p>RESIDENT</p> <ul style="list-style-type: none"> •101-1000 patrons: \$150 - \$1000 <p>NON-RESIDENT</p> <ul style="list-style-type: none"> •101-1000 patrons: \$300 - \$2000 	<p>RESIDENT</p> <ul style="list-style-type: none"> •Private: \$35/hr •Non-Profit: Fee Waived <p>NON-RESIDENT</p> <ul style="list-style-type: none"> •Private: \$45/hr •Non-Profit: \$35/hr 	*Included in Room Rental	<p>*2 hour minimum</p> <p>•No Lights/Basic: \$15/hr</p> <p>•With Lights: additional \$15/hr</p>	*Included in Fees	<p>Parks and Facility Rates Information:</p> <p>PICNIC https://www.torranceca.gov/home/showdocument?id=40241</p> <p>INDOOR ROOMS https://www.torranceca.gov/home/showdocument?id=5320</p>
West Hollywood	*First Come First Served	Varies	<p>RESIDENT</p> <ul style="list-style-type: none"> •35 patron max - 100 patron max: \$45 - \$55/hr, each additional hour \$24 - \$30 •300 patron max: \$110/hr, each additional hour \$35 <p>NON-RESIDENT</p> <ul style="list-style-type: none"> •35 patron max - 100 patron max: \$90 - \$110/hr, each additional hour \$24 - \$30 •300 patron max: \$242/hr, each additional hour \$35 	*Included in Room Rental	*No Field Rental	*Included in Fees	<p>Parks and Facility Rates Information:</p> <p>Call: (323) 848-6400</p>

EXHIBIT-E
Synthetic Turf Soccer Field Dimensions

	Facility	Dimensions	
LARGE	EXPO	360 ft. X	245 ft.
	Sepulveda Basin	360 ft. X	225 ft.
	Rio de Los Angeles	360 ft. X	180 ft.
	Griffith	340 ft. X	195 ft.
	Boyle Heights	320 ft. X	210 ft.
	Mar Vista	315 ft. X	180 ft.
	Rosecrans	311 ft. X	180 ft.
MEDIUM	Whitsett 3,4	300 ft. X	180 ft.
	VNSO #2,3	300 ft. X	180 ft.
	Sylmar	300 ft. X	180 ft.
	Delano	300 ft. X	166 ft.
	Vista Hermosa	300 ft. X	165 ft.
	Gilbert Lindsey #1	300 ft. X	160 ft.
	Ross Snyder Nike	297 ft. X	170 ft.
	Ross Snyder #1	285 ft. X	135 ft.
	South Park	284 ft. X	162 ft.
	Ross Snyder #2	282 ft. X	135 ft.
	Westwood	270 ft. X	135 ft.
	Algin Sutton	270 ft. X	160 ft.
	John Ferraro #1,2,3,4	260 ft. X	160 ft.
	North Hills #2	250 ft. X	168 ft.

	Facility	Dimensions	
SMALL	Rancho Cienega(sm)	240 ft. X	151 ft.
	Lanark	240 ft. X	150 ft.
	Gilbert Lindsey #2	240 ft. X	144 ft.
	Pan Pacific	240 ft. X	120 ft.
	MacArthur Park	240 ft. X	85 ft.
	Sun Valley	231 ft. X	141 ft.
	Slauson 1, 2	230 ft. X	123 ft.
	Van Nuys 1, 2	217 ft. X	140 ft.
	Whitsett #7,8	210 ft. X	120 ft.
	VNSO #1	210 ft. X	120 ft.
	Irving MS	200 ft. X	131 ft.
	Seoul International	182 ft. X	139 ft.
	North Hills #1	180 ft. X	120 ft.
MINI	Loren Miller	145 ft. X	90 ft.
	Lafayette	140 ft. X	82 ft.
	MLK, Jr.	130 ft. X	80 ft.
	Yucca	110 ft. X	73 ft.
	Van Nuys Mini	108 ft. X	54 ft.
	Glassell	88 ft. X	64 ft.

YOUTH SPORTS GROUPS SURVEY

EXHIBIT-F

<u>Group Name</u>	<u>Sport</u>	<u># of Participants</u>	<u>Fee per participant</u>	<u>Other Miscellaneous fees</u>	<u># of weeks covered</u>	<u>Average cost/ Participant</u>
Arrington Blakeman Baseball Academy	Baseball	275	\$295 per season	none	22	\$295
Baseball Academy of LA	Baseball	45	\$50 per team per game	All included	17	\$85
East Valley Baseball & Softball	Baseball	372	\$225/\$175	Cleats,Pants,Glove	12/Playoffs	\$325/\$275
Encino LL	Baseball	651	\$250/\$220/\$150	\$150 Snack Bar Bond,\$60 Raffle Fee, Pants, Equipment	12/Playoffs	\$350/\$320/\$250
Granada Hills LL	Baseball	284	\$260/\$220/\$210	Cleats,Pants,Glove	12/Playoffs	\$360/\$320/\$310
LAX Baseball Academy	Baseball	175	\$1600 per season	New players \$35 jersey, \$25 caps	26	\$1,600
Pacific Palisades Baseball Assn.	Baseball	300	\$400	All included	22	\$400
Parents of Knapp Ranch Baseball	Baseball	192	\$195/\$165	Cleats,Pants,Glove	12/Playoffs	\$295/\$265
Sherman Oaks LL	Baseball	895	\$275/\$185	Cleats,Pants,Glove	12/Playoffs	\$375/\$285
Toluca Baseball Inc.	Baseball	626	\$300/\$125	Cleats,Pants,Glove	12/Playoffs	\$400/\$225
Tujunga LL	Baseball	145	\$190/\$150	Cleats,Pants,Glove	12/Playoffs	\$290/\$250
Valley Christian Athletic Assoc.	Baseball	327	\$250/\$225/\$100	Cleats,Pants,Glove	10/Playoffs	\$350/\$325/\$200
Wilshire Warriors	Baseball	675	Avg \$250 season	none	26	\$250

Wilshire Girls Softball	Softball	100	\$185	none	16	\$185
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2000 Project Youth Program	Soccer	750	\$450 team	Uniforms, Equipment	14/Playoffs	\$105
AYSO Region 1567	Soccer	650	\$200	none	17	\$200
AYSO Region 20	Soccer	2800	Avg. \$250 per season	All included	26	\$250
AYSO Region 33	Soccer	800	\$150	None Required	10/Playoffs	\$150
AYSO Region 514	Soccer	63	\$20	No extra fee's	52	\$1040 per year
AYSO Region 58	Soccer	400	\$150	None Required	10/Playoffs	\$150
AYSO Region 69	Soccer	1300	\$329 per season	All included	26	\$329
AYSO Region 70	Soccer	1300	\$200-300	All included	14	\$250
AYSO Region 71	Soccer	800	\$185	None Required	10/Playoffs	\$185
AYSO Region 795	Soccer	200	\$175	None Required	10/Playoffs	\$175
AYSO Region 8	Soccer	250	\$150	None Required	10/Playoffs	\$150
Azteka Soccer League	Soccer	100	\$45 per team per game	Uniform not included	52	\$156
Burbank United YSL	Soccer	45	\$475 per youth	Uniform not included	22	\$475
FC Deportivo Panteras - Youth	Soccer	90	\$10/week	Uniform not included	52	\$520
Gala Futbolito Latino	Soccer	200	\$60 per team per week	Uniform not included	52	\$208
Guadalajara Valley FC	Soccer	70	\$350 Team	Uniforms,Equipment,Referees	12/Playoffs	\$150
Guate-Mex youth Soccer	Soccer	40	\$2 per week	none (incorrect)	52	\$104
Hollywood FC	Soccer	300	Avg \$95 per month	none	52	\$1,140
Hollywood Soccer Academy	Soccer	40	\$80-\$200	none	12	\$140
LA Vikings	Soccer	50	\$1500 per year	includes practices only- not games	48	\$1,500

YOUTH SPORTS GROUPS SURVEY - Continued

<u>Group Name</u>	<u>Sport</u>	<u># of Participants</u>	<u>Fee per participant</u>	<u>Other Miscellaneous fees</u>	<u># of weeks covered</u>	<u>Average cost/ Participant</u>
Laguna FC	Soccer	100	\$12/week	Uniform not included	52	\$624
LAPD Hollenbeck PALS	Soccer	330	\$100-\$125	Everything included	52	\$100-\$125
Liga Centro Americana YSL	Soccer	130	\$8/week	\$25 reg/child, \$100 reg/team, Uniform not included	20	\$193
Minor Youth Soccer League	Soccer	330	\$45/year	Uniforms, Equipment, Referees	14/Playoffs X 2	\$220
North Central American YSL	Soccer	1125	\$60/team/week	\$25 reg/child, \$100 reg/team, Uniform not included	20	\$112
Pachuca YSL	Soccer	90	\$20/week	Uniform not included	52	\$1,300
Premier USA	Soccer	1025	55 per game per team (\$3)	\$15 registration/ once per year	52	\$175
Sporting SoCal Soccer Academy	Soccer	30	\$120 per month	none	26	\$720
U de Sal YSL	Soccer	40	\$25 per month	Uniform not included	26	\$150
Unimex YSL	Soccer	220	\$3/week	Uniform not included	52	\$156
Vermont Sports Club YSL	Soccer	50	\$5/week	\$25 reg/child, \$100 reg/team, Uniform not included	20	\$132
YESSS Collective Space YSL	Soccer	2000	\$20 per year	none	52	\$20
El Sereno Stallions	Football	180	\$150	none	16	\$150
Catch Lacrosse	Lacrosse	40	\$435	none	8	\$435
W.LA Riptide Boys Lacrosse	Lacrosse	25	\$550	All included	26	\$550
Santa Monica Youth Rugby Club	Rugby	120	\$225 per season	none	22	\$225

EXHIBIT-G PERMIT PROCEDURE FOR USE OF DEPARTMENT FACILITIES

Directed by Department General Instructions Policy and Procedures Rates and Fees Manual: The Municipal Sports Section (Muni) has permitting jurisdiction over the use of all facility outdoor play fields Monday through Friday from 7:00 p.m. to 10:30 p.m., and Sunday from 8:00 a.m. to 10:30 p.m. Regional operations has permitting jurisdiction over the use of facility outdoor play fields on weekdays from 8:00 a.m. to 7:00 p.m. and all day on Saturdays. Regional operations has permitting authority for all facility indoor areas 7 days a week.

(A) Any member of the public can apply for a permit or make a reservation for any facility's outdoor play field under the jurisdiction of the Municipal Sports Section by obtaining a "Request for Use of Outdoor Fields" application electronically or at a Municipal Sports office. The Municipal Sports Section issues permits to recreation facility staff during Municipal Sports permitting jurisdiction by request and approval of the Region Operations, at such times when the play field requested is under Municipal Sports jurisdiction but is not being utilized.

(B) Any member of the public can apply for a permit for use of facilities by obtaining an "Application for Use of Facilities" form electronically or at a Recreation Center (R.C.). If the time period is under the jurisdiction of Regional Operations, field staff will check the availability of the request and if the time period requested is available, forward the application to Region Admin for final approvals.

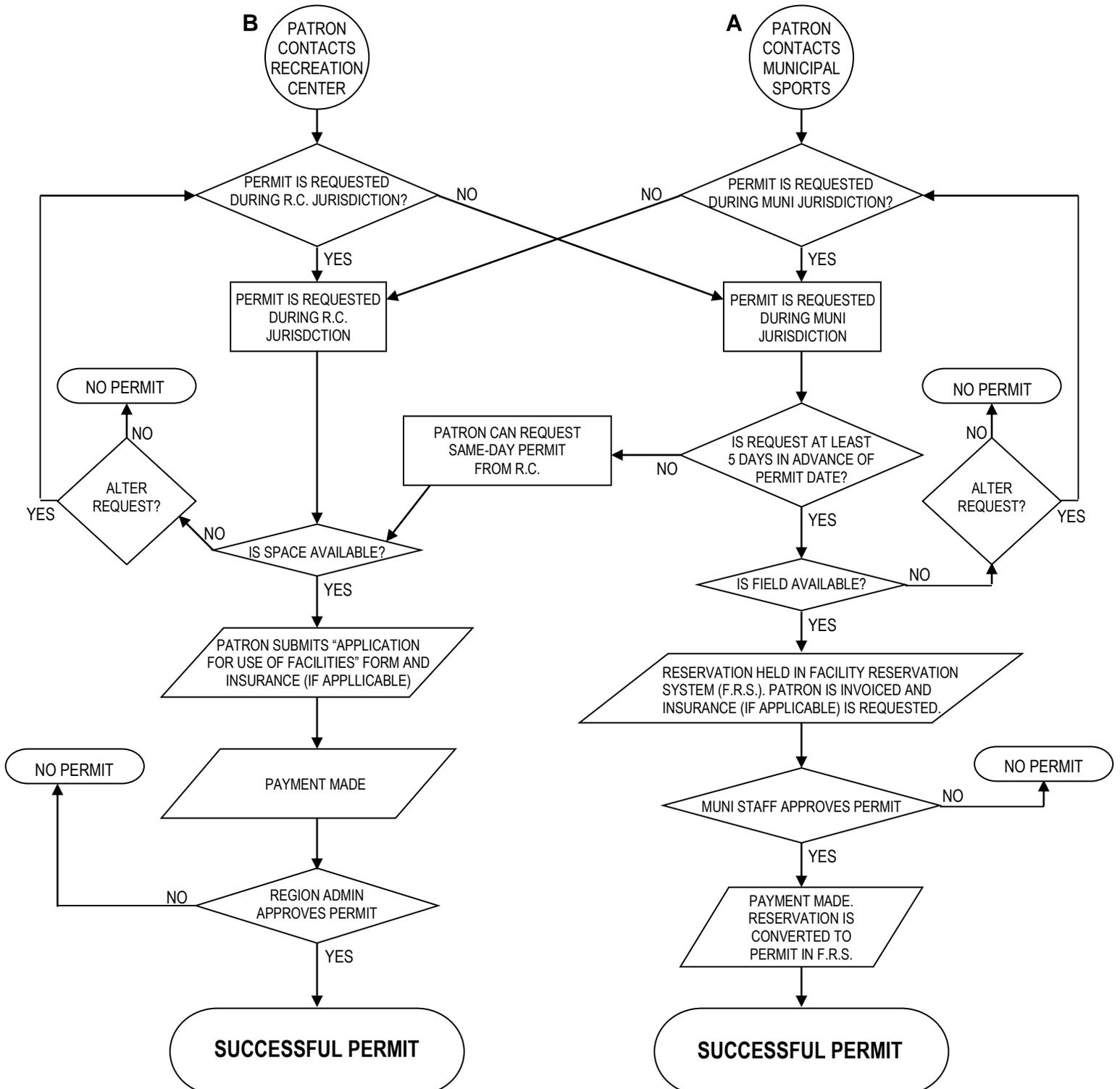


EXHIBIT-H

MUNICIPAL SPORTS SECTION PERMIT POLICY

FOR INFORMATION ONLY

City of Los Angeles Department of Recreation and Parks
Recreation Operations Division
Municipal Sports Section

Background

Municipal Sports Section General Operations

The Municipal Sports Section is a centralized Department authority administrated by the Valley Shoreline Region, within the Recreation Operations Branch. The Municipal Sports Section places primary emphasis on adult sports league competition, administration and implementation the jurisdictional permitting assignment of independent adult and youth league organizations; which includes the assessment and collection of fees, the monitoring of team conduct, facility usage and specific City Wide “sports” related projects.

Policy for the Access of Department Outdoor Play Fields

Directed by Department General Instructions Policy and Procedures Rates and Fees Manual, the Municipal Sports Section has permitting jurisdiction over the use of all facility outdoor play/sports fields (ball fields, soccer and multi-purpose fields), Monday through Friday from 7:00 p.m. to 10:30 p.m., and all day on Sunday from 9:00 a.m. to 5:00 p.m. (some sites may begin as early as 8:00 a.m. and some may end as late as 10:00 p.m.) Weekdays prior to 7:00 p.m. and all day on Saturdays fall under the jurisdiction of the facility staff and the regional operations permitting authority. Dedicated Sports Centers and Specialized Sports Play Fields can be fully operated and permitted under the jurisdiction of the Municipal Sports Section.

Any member of the public can apply for a permit or make a reservation for any facility under the jurisdiction of the Municipal Sports Section by obtaining the 'Request for Use of Outdoor Fields' application electronically or at a Municipal Sports office, providing the time period requested is available. The Municipal Sports Section may issue permits to a recreation center by request of the director-in-charge, at such times when the facility is under Municipal Sports jurisdiction but is not being utilized. Facility application requests must be received by the permitting authority no less than four weeks prior to start date. {Please refer to flow chart “Permit Procedure for Use of Department Facilities”}

All fees charged to the public are governed by department directives according to current rates and fees policies and procedures approved by the RAP Board of Commissioners.

Long term Independent team/league permits (from over 4 hours non-consecutive to 6 month revocable): A request, only, for permit is accepted and reviewed by staff assigned to the

Municipal Sports Office. Additional information may be required, such as, an Adult or Youth Sports Questionnaire. Once reviewed and accepted, a block is made and an invoice is generated. Upon full payment, a permit is issued to the permittee. The permittee, upon acceptance of the invoice, **MUST** pay all fees mandated by the Rates and Fees directives. An exception is occasionally granted for long term permits that allow the requestor(s) to pay the permit fees in sections (usually monthly or bi-monthly). In such cases, blocks are made in sections (monthly or bi-monthly) and invoices are created for each section. As an invoice is paid, it is then turned into a permit. No unpaid portions are ever issued as permits.

The Department prioritizes the general use of outdoor sports facilities based on the following criteria in descending order:

- 1) Recreation and Parks Department organized activities.
- 2) Long term leases, film permits, conditional use, right of entry, etc.
- 3) Six month or longer revocable permits (i.e. Little Leagues).
- 4) Youth and Adult independent agency requests for permits:
 - Permit request priority will go to agencies requesting to renew existing permits for the same dates as previously permitted.
 - New agency requests will be awarded on a first-come first-serve basis.

Facility field resting and/or refurbishment projects will be planned in advance with Department and Agency coordination where required. The Department reserves the right to perform work as needed within one week of Agency notification.

Contacting the Municipal Sports Section

All permitting is processed online by staff and becomes part of a Facility Reservation System (FRS) database. A patron interested in a permit needs to contact one of the following Department locations and apply for a permit.

VALLEY REGION: 6911 Laurelgrove Avenue No. Hollywood, CA 91605 Phone: (818) 765-0284 Fax: (818) 764-5794 valley.munisports@lacity.org (includes Valley Region; does not include Shoreline District).

METRO/PACIFIC REGIONS AND SHORELINE: 3900 Chevy Chase Drive Los Angeles, CA 90039 Phone: (818) 246-5613 Fax: (213) 847-2938 metro.munisports@lacity.org (includes Metro and Pacific Regions and Shoreline District).

Reservations are taken Monday thru Friday from 9:00 a.m. to 4:00 p.m. (Closed on City Holidays). Field reservations are issued on weeknights from 7:00 p.m. to 10:00 p.m. and Sundays from 9:00 a.m. to 5:00 p.m. (Some sites begin as early as 8:00 a.m. and some end as late as 10:00 p.m.).