



CITY OF MARTINEZ

PARKS, RECREATION, MARINA & CULTURAL
COMMISSION

DATE: April 6, 2010
TO: Parks, Recreation, Marina & Cultural Commission
FROM: Michelle Wierschem, Recreation Manager
SUBJECT: Boy Scouts Use Request of Waterfront Park

RECOMMENDATION

- Approve the special request for use of Waterfront Park lawn area on August 7, 2010 from 8:00a.m. – 5:00 p.m.
- Consider request to waive park rental fee.

BACKGROUND

This special request from the Boy Scouts which is a non-profit public group is requesting use of the Waterfront Park lawn area and a fee waiver for use of the park. This is the Cub Scout Family Flight Day activities include picnic, flying kites and gliders.

A waiver of park rental fees in the amount of Boy Scouts \$232.00 for use of the park is also requested.

Attached: Reservation Permit Form
Special Request Form



Recreation Division
 525 Henrietta Street
 Martinez, CA 94553
 925-372-3510

<i>Office Use Only</i>	
Deposit \$ 225	Date Rec'd 3/5/10
Rental \$ _____	Date Rec'd _____
Total \$ _____	Picnic # _____
Check# _____ / _____	CC _____ Cash _____
{Special Request} date approved _____	
Received by <u>Robin</u>	

FACILITY RESERVATION PERMIT

Group/Business Name Boy Scouts of America **Work#** 674-6123

Applicant/Representative Joe Squeri **Home#** 943-5038

Address 800 Ellinwood Way, Pleasant Hill, CA 94523

(Number) (Street) (City) (Zip)

Facility	Deposit	Martinez Resident & Non-Profit Org.	Non-Martinez Resident & Non-Profit	Corporate Local & Non-Martinez
25 person capacity per pod <input type="checkbox"/> Hidden Valley 1 <input type="checkbox"/> Hidden Valley 2 <input type="checkbox"/> East-Nancy Boyd <input type="checkbox"/> West-Nancy Boyd <input type="checkbox"/> Morello Park <input type="checkbox"/> Golden Hills	\$50	\$28	\$50	\$94
75 person capacity <input type="checkbox"/> Gazebo (Rankin) <input type="checkbox"/> Peppertree (Rankin)	\$100	\$55	\$99	\$187
125 person capacity <input type="checkbox"/> 1/2 Waterfront Group Area	\$125	\$66	\$132	\$187
250 person capacity <input type="checkbox"/> Waterfront Group Area	\$125	\$105	\$259	\$303
350 person capacity <input type="checkbox"/> Olive Grove (Rankin)	\$125	\$105	\$259	\$303
Special Request Park Use*	\$150*	\$105*	\$127*	\$193*

*Specialized park use not listed in the fee schedule must be approved by the Park & Recreation Commission. Deposit and fees may be higher.

Date	Facility Requested	Reservation Hours	Est. Attend.	Balance of Fees Due by:
August 7, 2010	Waterfront Group	8 to Dusk	100	
	1/2 use and Lawn area			
Jump House Co.		asking	for fee waiver and use of the lawn	

PARK AND RECREATION DEPARTMENT DEPOSIT POLICY FOR PICNIC RENTALS

If deposit payment is by check, the check will be cashed 1 to 3 days after received. If the park is left in acceptable condition the City will refund the deposit to the renter two weeks after their picnic date. **The check must match the applicant's name on the picnic permit.** If deposit payment is made by credit card, your credit card information will be kept on file with the Department. If the park is left in acceptable condition no fee will be assessed and the credit card will not be charged. If the park renter falsifies residency, group number or cause damages the deposit fee will be incurred and your credit card will be charged the entire deposit fee.

I, the undersigned have read and understand all the information provided on both sides of this agreement. I hereby agree to be bound by the conditions and stipulations.

RENTER _____

Date _____



SPECIAL REQUEST FORM

Martinez Park and Recreation Department
525 Henrietta Street
Martinez, CA 94553
Ph: (925) 372-3510 Fax: (925) 372-3509

All questions must be completely filled out:

Date: 3/5/10

Your Name: Joe Squeri

Organization (if applicable): Boy Scouts of America

Address (organization or home): 800 Ellinwood Way

Phone: (hm) 943-5038 (wk) 674-6123

Date of Event: 8/7/2010

Time and Duration of Event: 8-5 including setup/cleanup

Location: Waterfront Lawn + 1/2 group

Family/Group Size: 100

Purpose of Gathering: Cub Scout Family Flight Day -
Scouts + families come to fly kites + gliders, etc

What is your Special Request? (Please check all that applies)

- amplified music/speakers waterfront picnic lawn usage fee waived/reduction
 non-picnic uses sale of alcoholic beverages more than the picnic park capacity

Others (please explain): _____

Special Request Justification: Boy Scout Event - nonprofit

Need to keep price low for families to attend!

Note: The Park and Recreation Commission will review appropriate requests and make a recommendation to the City Council who will make the final determination. The Applicant or a representative is encouraged to attend both meetings to answer questions from the Park and Recreation Commission and City Council.

The Commission meets on the first Tuesday of each month. All inquires should be received at the above address no later than one week prior to scheduled Commission meeting.