



CITY OF MARTINEZ

PARKS, RECREATION, MARINA & CULTURAL  
COMMISSION

DATE: February 14, 2012  
TO: Parks, Recreation, Marina & Cultural Commission  
FROM: Recreation Staff  
SUBJECT: Bay Area Craft Beer Festival, Main Street Martinez, Leanne Peterson,  
Director

Leanne Peterson, Main Street Martinez, will be attending the meeting to give details and to answer questions regarding the request for the "Bay Area Craft Beer Festival" at Waterfront Group Picnic and Grass area for set up on Friday, April 20 and the event on April 21, 2012.



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

Office Use Only	
Deposit \$ _____	Date Rec'd <u>1-31-12</u>
Rental \$ _____	Date Rec'd _____
Total \$ _____	Picnic # _____
Check# _____/_____	CC _____ Cash _____
{Special Request} date approved _____	
Received by <u>Robin</u>	

# FACILITY RESERVATION PERMIT

Group/Business Name Main Street Martinez Work# 216-1578

Applicant/Representative Leanne Peterson Home# 228-3577

Address P O Box 776,94553  
 (Number) (Street) (City) (Zip)

Facility	Deposit	Martinez Resident & Non-Profit Org.	Non-Martinez Resident & Non-Profit	Corporate Local & Non-Martinez
<b>25 person capacity per pod</b> <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
<b>75 person capacity</b> <input type="checkbox"/> Gazebo (Rankin) <input type="checkbox"/> Peppertree (Rankin)	\$100	\$55	\$99	\$187
<b>125 person capacity</b> <input type="checkbox"/> 1/2 Waterfront Group Area	\$125	\$66	\$132	\$187
<b>250 person capacity</b> <input type="checkbox"/> Waterfront Group Area	\$125	\$105	\$259	\$303
<b>350 person capacity</b> <input type="checkbox"/> Olive Grove (Rankin)	\$125	\$105	\$259	\$303
<b>Special Request Park Use*</b>	\$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:
April 21, 2012		5 am to 7 pm		
	Waterfront Group and lawn area			
<b>Jump House Co.</b>				

### 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: 1-31-12

Your Name: Leanne Peterson

Organization (if applicable): Main Street Martinez

Address (organization or home): PO Box 776 Martinez, CA 94553

Phone: (hm) 925-216-1578 (wk) 925-228-3577

Date of Event: April 21, 2012

Time and Duration of Event: April 21, 2012 5AM - 7pm

Location: Martinez Waterfront Park grass and picnic Area

Family/Group Size: 3,000

Purpose of Gathering: BAY Area Craft Beer Festival

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): Detail info on special Event Permit

Special Request Justification: \_\_\_\_\_

**Note: The Park Recreation, Marina and Cultural 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 PRMCC and City Council.**

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

1-30-12  
Leanne