

To: PRMCC Commissioners

From: Recreation Staff

Date: July 19, 2012

Re: OVERVIEW OF RECREATION SPECIAL REQUESTS FOR Chamber of Commerce, September 29 and September 30, 2012

Mary Peinado, Chamber of Commerce “Martini Festival”

This event is scheduled for September 29 and 30, 2012. The request includes amplified sound fee waiver or reduction, non-picnic uses, sale of alcohol, more than park capacity and use of Ignacio Plaza. Staff has requested and received the event permit and is now waiting for the required insurance and ABC permit.

Attachments:

Permit

Special Request Form

Letter to Neighbors



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

Office Use Only	
Deposit \$ _____	Date Rec'd <u>11/30/2011</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 Chamber of Commerce **Work#** 228-2345

Applicant/Representative Reba Bower **Home#** _____

Address 603 Marina Vista, 94553
 (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"/> ½ 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:
September 29, 2012	Ygnacio Plaza Event time	6:30 to 11pm		
	Set up	9/29 10 am		
Jump House Co.		9/30 10-1 pm		

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.

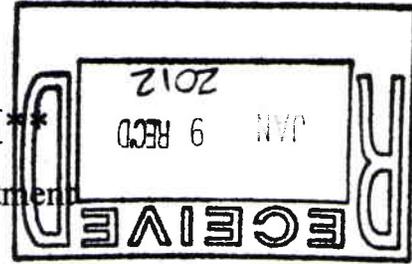
I, the undersigned have read and understand all the information provided on both sides of this agreement. I hereby agree to be bound by the conditions and stipulations.

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: 11/30/2011

Your Name: ~~Cynthia Mordough~~ Reba Bower

Organization (if applicable): Martinez Chamber of Commerce

Address (organization or home): 603 Marina Vista

Phone: (hm) 925-917-1179 (wk) 925-228-2345

Date of Event: September 29, 2012

Time and Duration of Event: 6:30 PM - 11 PM

Location: Ygnacio Plaza

Family/Group Size: 400 attendees

Purpose of Gathering: Special Event - Martinis On the Plaza

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: ~~Wonder local event~~ Wonderful local event
that highlights Martinez.

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.



***** NOTICE*****

July 2, 2012

From: Martinez Chamber of Commerce
603 Marina Vista
Martinez, CA 94553
Mary Peinado, CEO
925-228-2345

To: Neighbors of Ignacio Plaza Park

Re: *Martini's on the Plaza* September 29, 2012, 6:30pm-11:00pm

Dear Ignacio Park Neighbor:

The Martinez Chamber of Commerce would like to respectfully notify local neighbors of Ignacio Plaza Park, between Martinez City Hall and the Boys & Girls Club, that we propose to hold an elegant Gala Event at the Plaza on Saturday, September 29, 2012 from 6:30pm to 10pm. There will be a one hour clean-up scheduled to finish by 11pm. Tenting and tables will be removed at 9:30am Sunday, September 30, 2012 and will take approximately one hour. Security guards will be posted at the location from 11pm, Saturday, September 29, until 9:30am, Sunday, September 30, 2012.

This fundraising event is historically themed to the 40's & 50's with ambiance and music to match. The décor will encourage our guests to reflect on the rich history of Martinez and to celebrate the "birth of the Martini" in Martinez in the 1860's.

We are designing the layout of the event so that our surrounding neighborhoods will have as minimal impact as possible. The band will be amplified, but the stage will be tented in a way to keep the sound contained within the event as much as possible.

As we have requested to have amplified sound at this location, our request will be heard by the Parks and Recreation Committee located at 525 Henrietta Street in the Council Chambers on Tuesday, July 17, 2012 at 7:00pm.

This is a public event and we hope that many of our event neighbors will choose to join us at this elegant affair.

If you have any questions or concerns, please contact me at the Martinez Chamber of Commerce at 925-228-2345. You may also call the Recreation Department at 925-372-3510 if you have any questions regarding the meeting.

Sincerely,

Mary Peinado, CEO
Martinez Chamber of Commerce
603 Marina Vista
Martinez, CA 94553
(925) 228-2345