



**DATE:** March 19, 2013

**TO:** Parks, Recreation, Marina and Cultural Commission

**FROM:** Recreation Staff

**SUBJECT:** Special Request for Use of Waterfront and Lawn Area – Walk for Recovery

Applicant seeks approval for use of the Waterfront Group and Lawn Area. Pertinent details are listed below.

**Applicant:**  
Support for Recovery – Tom Aswad

**Park Request:**  
Waterfront Group and Lawn Area

**Reservation Date Request:**  
Saturday, September 7

**Special Request(s):**  
Amplified sound, lawn area, and more than park capacity.

**Event Info:**  
The Walk for Recovery event is scheduled for Saturday, September 7, from 7 a.m. to 3 p.m. at the Waterfront Group and Lawn Area, and has been held by this group for over 8 years. The group meets, speaks, eats and walks for a mile on the downtown sidewalks. They are requesting amplified sound, lawn access, and an exception to the park capacity. This event does not require an event permit.

**Attendance:**  
Projected to be 500.

**Special Event Permit:**  
Not required.

**Letter to neighbors:**  
N/A



## Recreation Division

525 Henrietta Street  
Martinez, CA 94553

Office Use Only	
Deposit \$ <u>225.00</u>	Date Rec'd <u>2-15-13</u>
Rental \$ <u>205</u>	Date Rec'd _____
Total \$ <u>430</u>	Picnic # _____
Check# _____/_____/_____	CC _____ Cash _____
Received by <u>Robin</u>	

# FACILITY RESERVATION PERMIT

Group/Business Name Walk for Recovery Work# 980-8638

Applicant/Representative Tom Aswad Home# \_\_\_\_\_

Address P.O. Box 31114, Walnut Creek, CA 94598  
(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	\$56	\$94
<b>125 person capacity</b> <input type="checkbox"/> ½ Waterfront Group Area	\$100	\$66	\$132	\$187
<b>250 person capacity</b> <input type="checkbox"/> Waterfront Group Area	\$125	\$105	\$259	\$303
<b>120 person capacity</b> <input type="checkbox"/> Gazebo (Rankin)	\$250	\$240	\$340	\$360
<b>110 person capacity</b> <input type="checkbox"/> The Canyon (Rankin)	\$250	\$165	\$260	\$275
<b>160 person capacity</b> <input type="checkbox"/> Olive Grove (Rankin)	\$250	\$240	\$360	\$400

Special Request Permit   
  Event Permit   
  Permit Completed   
  Commission Approval

Date	Facility Requested	Reservation Hours	Est. Attend.	Balance of Fees Due by:
Sept. 7, 2013	Waterfront Group	8 to Dusk	500	
	and lawn area			

### 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: 2-16-13

Your Name: TOM ASWAD

Organization (if applicable): Support & Recovery

Address (organization or home): P.O. Box 31114 WC 94598

Phone: (hm) 925-939-6882 (wk) 925-980-8638

Date of Event: 9-7-13

Time and Duration of Event: 7-3

Location: \_\_\_\_\_

Family/Group Size: 500

Purpose of Gathering: Annual Recovery Walk

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: \_\_\_\_\_  
\_\_\_\_\_

**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.**