



DATE: May 21, 2013

TO: Parks, Recreation, Marina and Cultural Commission

FROM: Recreation Staff

SUBJECT: Special Request for Use of Waterfront Park and Lawn area

Applicant seeks approval for use of Waterfront Park and Lawn area. Pertinent details are listed below.

Applicant:
Joey Camins, Adobo Festival.

Park Request:
Waterfront Park and Lawn area.

Reservation Date Request:
Saturday, July 6th and Sunday, July 7th, 11 a.m. to 6 p.m. both days.

Special Request(s):
Amplified sound, use of the group picnic and lawn area, non-picnic uses and more than park capacity.

Event Info:
Filipino Festival, celebrating Filipino food and music.

Attendance:
Projected to be 2,000 over the 2 days.

Special Event Permit:
Yes (pending).

Letter to neighbors:
N/A

Fees:
Not asking for fee waiver; large event fees to be determined by City Council on June 5th.



Recreation Division

525 Henrietta Street
Martinez, CA 94553

Office Use Only

Deposit \$ _____ Date Rec'd 4/25/13
 Rental \$ _____ Date Rec'd _____
 Total \$ _____ Picnic # _____
 Check# _____ / _____ CC _____ Cash _____
 Received by Robin

FACILITY RESERVATION PERMIT

Group/Business Name Adobo Festival Work# _____

Applicant/Representative Joey Camins Home# _____

Address 26861 Eldridge Ave, Hayward 94544
 (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	\$56	\$94
125 person capacity <input type="checkbox"/> ½ Waterfront Group Area	\$100	\$66	\$132	\$187
250 person capacity <input type="checkbox"/> Waterfront Group Area	\$125	\$105	\$259	\$303
120 person capacity <input type="checkbox"/> Gazebo (Rankin)	\$250	\$240	\$340	\$360
110 person capacity <input type="checkbox"/> The Canyon (Rankin)	\$250	\$165	\$260	\$275
160 person capacity <input type="checkbox"/> Olive Grove (Rankin)	\$250	\$240	\$360	\$400
<input type="checkbox"/> Special Request Permit <input type="checkbox"/> Event Permit <input type="checkbox"/> Permit Completed <input type="checkbox"/> Commission Approval				

Date	Facility Requested	Reservation Hours	Est. Attend.	Balance of Fees Due by:
July 6, 2013	Waterfront Picnic and Lawn	8 to Dusk	2,000	
July 7, 2013	Waterfront Picnic and 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: April 25 2013

Your Name: JOEY CAMINS

Organization (if applicable): ADOB FESTIVAL

Address (organization or home): 26861 Eldridge ave. Hayward CA

Phone: (hm) 650-290-0542 (wk) _____

Date of Event: JULY 6-7

Time and Duration of Event: 11 TILL 6 PM

Location: Waterfront Park

Family/Group Size: 2,000

Purpose of Gathering: a FILIPINO FESTIVAL, celebrating
Filipino Food & Music

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.