

**AGENDA STATEMENT
PARKS & RECREATION COMMISSION**

TO: Parks and Recreation Commission
FROM: Arabo Parseghian, Senior Management Analyst
DATE: January 13, 2016
SUBJECT: **Consideration of LAPFC Permit and Fee Waiver Request for usage of the LCHS Outdoor Basketball Courts.**

RECOMMENDATION:

The Parks and Recreation Commission consider the Permit and Fee Waiver request of LAPFC for usage of the LCHS Outdoor Basketball Courts for January through February of 2016, in support of their Soccer Futsal Training Program.

BACKGROUND:

LAPFC requests permission to hold their Soccer Futsal Training Program on the LCHS Basketball Courts on Monday through Friday from 5:15 p.m. to 8:00 p.m.

REQUEST:

Facility	Day(s)	Date(s)	Duration
LCHS Basketball Outdoor Courts	Monday – Friday	January 14 – February 29, 2016	5:15 p.m. – 8:00 p.m.

FISCAL IMPACT/FEE WAIVER:

The applicant requests a fee waiver of \$1,980.00 (2 Courts for 99 hours at \$10 per hour).

FEE WAIVER ELIGIBILITY:

The fee waiver request is eligible for approval by a majority vote of the Commission under LCF Municipal Code Sections 5.24.035 (a) and (b).

ATTACHMENTS:

Application for Facility Permit.
Fee Waiver Request.



APPLICATION FOR PARK, FIELD OR TENNIS COURT RESERVATION

Park, Field or Tennis Court Location: La Canada High School Basketball Courts
Name of Applicant or Organization: LA Premier FC
Address, City, State, Zip: Mailing: 787 W. Woodbury Rd. #11 Altadena, CA 91001
Business Phone: [REDACTED] Home Phone: _____

Requested Dates of Use:

Day(s) of Week: Monday - Friday Inclusive Dates: Jan 1 - Feb 29, 2016 Arrival Time: 5:15 PM Departure Time: 8:00 PM

Purpose of Reservation: Futsal Training (soccer) Estimated Attendance: 20

Athletic Field/Park Permit: \$20.00 p/hour \$ _____
Tennis Court Permit: \$10.00 p/hour \$ _____
Athletic Field Light Use: \$20.00 p/fieldhour \$ _____

Light usage will be monitored by the City and billed by the La Cañada Unified School District.

Amount Paid \$ _____ Date: _____ Initials: _____

I have read the rules and regulations and hereby agree to abide to them. I further agree and understand that violation of the rules and regulations set forth could result in a suspension of the use of the reserved facility.

[Signature] _____ Marco A Quezada
Signature of Responsible Party Printed Name of Responsible Party

Address: LAPFC 1434 Foothill Blvd. Unit B La Cañada, CA 91001 Telephone No.: 818 468-3693

Approved By: _____ Date: 1/7/16

Conditions:

Any group issued a facility reservation permit must be prepared to show that permit to authorities at any time while using La Cañada Flintridge facilities or vacate. It is therefore necessary that an approved copy of the application is picked up from the City Offices prior to the requested dates.



**ADDENDUM TO APPLICATION FOR
PARK, FIELD, OR TENIS COURT RESERVATION PERMIT**

ORGANIZATION LAPFC

- Yes No I represent a non-profit organization or group.
- Yes No My principal place of residence is La Cañada Flintridge.
- Yes No My group/team is “recreational”.
- Yes No My group is composed of at least 50% La Cañada Flintridge residents, as defined in Section 5.24.010 of the Municipal Code. Or, in the case of a large group, not less than 350 persons.
- Yes No This activity is a commercial event as defined in Section 5.24.010 of the Municipal Code.
- Yes No I am applying for Sunday use of the site.
- Yes No I will attend the meeting of the Parks and Recreation Commission held at least 31 days prior to my requested date of use in order to answer any questions the Commission may have about my/our event.
- Yes No I understand that a check in the full amount of the fee must accompany the application, and that it will be returned if the fee is waived.
- Yes No I will be responsible for clean up of the site after the use, or in the case of a large event, will provide additional trash receptacles and arrange for their collection at my/our expense.
- Yes No I agree to provide liability insurance in the amount of \$1,000,000 single limit as requested by Chapter 5.24.030 of the Municipal Code.
- Yes No I understand that signs announcing the event may not be mounted on any City park or field facility without prior approval of the Parks and Recreation Commission.
- Yes No I understand that use of any facility that excludes others requires a permit.
- Yes No I have received a copy of the City’s Park and Facilities Use Regulations (Chapter 5.24 of the Municipal Code.)
- Yes No I agree to submit a financial statement (if applicable) with my/our application.

Yes No I understand that failure to provide the Commission/City Staff with complete and accurate information can result in the cancellation of an approved permit.

Yes No Is food being prepared and served at the event?

Yes No ^{N/A} If applicable, have you obtained the required health permits from the County Health Department?

Yes No I will be using portable lights.

Yes No I will need electricity.

Yes No N/A If you are preparing/serving food, are you using a vendor?

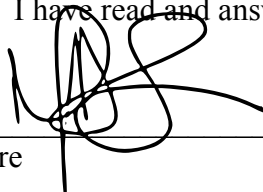
If yes, who?

- | | |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |

Are the proceeds from food sales being returned to the vendors or the organization?

What other activities will also be occurring at this event? (i.e., music, games, rides, etc.)?

Yes I have read and answered the above, and certify that my answers are correct.



Signature

Date **1/7/16**



APPLICATION FOR FEE WAIVER

TO: City of La Cañada Flintridge
Attention: Parks and Recreation Commission
1327 Foothill Boulevard
La Cañada Flintridge, CA 91011

Name of Applicant or Organization: LA Premier FC - LAPFC

Name of Responsible Party: Marco Quezada

LAPFC Offices 1434 Foothill Blvd. Unit B La Cañada, CA 91011
Address, City, State, Zip: Mailing: 787 W. Woodbury Rd. #11 Altadena, CA 91001

Business Phone: [REDACTED] Home Phone: _____

Date for which fee waiver is requested: Jan - Feb Mon-Fri 5:30- 8 PM

Reason for fee waiver request: Local Youth Sports Program

Please list the volunteer projects your organization is willing to perform to assist with the maintenance and improvement of recreational areas in La Cañada Flintridge:

Financcail help on field maintenance and improvements


Signature of Responsible Party

Marco A. Quezada
Printed Name of Responsible Party

Approved by: _____

Date: _____

Conditions: _____

