

**AGENDA STATEMENT
PARKS & RECREATION COMMISSION**

TO: Parks and Recreation Commission
FROM: Arabo Parseghian, Senior Management Analyst
DATE: June 14, 2017
SUBJECT: **La Cañada Kiwanis Park Permit and Fee Waiver Request for use of Memorial Park.**

RECOMMENDATION:

The Parks and Recreation Commission consider a park permit application and fee waiver request submitted by the La Cañada Kiwanis to support their Annual Wine & Gourmet Food Tasting Event.

BACKGROUND:

The La Cañada Kiwanis request use of Memorial Park in support of their annual Wine & Gourmet Food Tasting Event. This annual event is anticipated to attract between 600 to 800 participants. The event will take place on Sunday, September 24, 2017. The day requested prior to the event is for setting-up and the day after is to complete any necessary clean-up activities.

REQUEST:

Facility	Day(s)	Date(s)	Duration
Memorial Park (Eastern portion)	Saturday	September 23, 2017	12:01 p.m. to 11:59 p.m.
Memorial Park (Eastern portion)	Sunday	September 24, 2017	12:01 a.m. to 11:59 p.m.
Memorial Park (Eastern portion)	Monday	September 25, 2017	12:01 a.m. to 12:01 p.m.

FISCAL IMPACT/FEE WAIVER:

The applicant requests a fee waiver of \$960 (48 hours at \$20 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 (b) and (c).

ATTACHMENTS:

Application for Park Permit.
Fee Waiver Request.