

**AGENDA STATEMENT  
PARKS & RECREATION COMMISSION**

**TO:** Parks and Recreation Commission

**FROM:** Christina Nguyen, Management Analyst– Administrative Services

**DATE:** December 13, 2017

**SUBJECT:** **La Canada Gladiators Football Permit and Fee Waiver Request for Youth Football Programming.**

**RECOMMENDATION:**

The Parks and Recreation Commission consider an application submitted by the La Cañada Gladiators Football for the facilities detailed below in support of youth football programming.

**BACKGROUND:**

Gladiators Football requests use of the FIS Upper, FIS Lower, and LCHS Varsity and Jr. Varsity Baseball Fields in support of their youth football and cheer programming.

**REQUEST:**

<b>Facility</b>	<b>Day(s)</b>	<b>Date(s)</b>	<b>Duration</b>
FIS Upper Field <i>(Apportioned Use with AYSO)</i>	Monday-Friday Saturdays	July 23 –August 31, 2018 July 28 - August 26, 2018	5:30 p.m. to 7:30 p.m. 9:00 a.m. to 1:00 p.m.
FIS Lower Field <i>(Apportioned Use with AYSO)</i>	Monday-Friday Saturdays	July 23 –August 31, 2018 July 28 – August 26, 2018	5:30 p.m. to 7:30 p.m. 9:00 a.m. to 1:00 p.m.
LCHS Jr. Varsity Baseball Fields <sup>1-3</sup> <i>(Apportioned Use with AYSO and LAPFC)</i>	Monday-Friday Saturdays	September 3 – November 23, 2018 September 1 – November 17, 2018	5:30 p.m. to 7:30 p.m. 7:00 a.m. to 4:00 p.m.
LCHS Varsity Baseball Fields <sup>1-3</sup> <i>(Apportioned Use with AYSO and LAPFC)</i>	Monday-Friday Saturdays	September 3 – November 23, 2018 September 1 – November 17, 2018	5:30 p.m. to 7:30 p.m. 7:00 a.m. to 4:00 p.m.

<sup>1</sup> Permit not valid on Wednesday, September 5, 2018 due to LCHS 9/12 Back to School Night (Tentative Date);

<sup>2</sup> Permit not valid October 5 & 19, 2018 for LCHS Homecoming (Tentative Date); and

<sup>3</sup> Permit not valid on Monday-Friday November 19-21 and 23, 2018 from 5:30-6:00 pm due to LCHS Baseball Game and Alumni Game.

**FISCAL IMPACT/FEE WAIVER:**

The applicant requests a fee waiver of \$14,600 (160 hours at \$20 per hour and 456 hours at \$25 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 Fees and Fee Waiver when applicant meets two (2) or more of the four (4) criteria. The applicant meets the following criteria:

- I. 5.24.035 (C): The activity/event for which the permit has been requested is open to the public, free of charge.

- II. 5.24.035 (D): The city council is a partner, co-sponsor, or has formally endorsed the event for which the permit is being requested.

**OPTIONS:**

1. Approve recreation facility permit and application for fee waiver request;
2. Provide staff with further direction; or
3. Deny the fee waiver request.

**STAFF RECOMMENDATION:**

Staff recommends for the Park and Recreation Commission:

1. Approve recreation facility permit and application for fee waiver request.

**ATTACHMENTS:**

1. La Cañada Gladiators Letter and Program Requirements;
2. Fee Waiver Request;
3. 2018 Recreational Facility Reservation Form;
4. Participant Roster (2017 Season);
5. Certificate of Liability Insurance; and
6. City's Sponsorship.