

**AGENDA STATEMENT
PARKS & RECREATION COMMISSION**

TO: Parks and Recreation Commission
FROM: Christina Nguyen, Management Analyst – Administrative Services
DATE: December 13, 2017
SUBJECT: **The Girls on the Run Permit and Fee Waiver Request for Running Program.**

RECOMMENDATION:

The Parks and Recreation Commission consider an application submitted by Girls on the Run for the facilities detailed below in support of community running program.

BACKGROUND:

Girls on the Run requests use of the FIS Lower Field for their annual running program.

REQUEST:

Facility	Day(s)	Date(s)	Duration
FIS Lower Field ¹	Tuesday & Thursday	February 27 – May 8, 2018	3:30 p.m. to 5:00 p.m.

¹ *Permit valid for the track only.*

FISCAL IMPACT/FEE WAIVER:

The applicant requests a fee waiver of \$660 (33 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 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 (A): The resident applicant is a non-profit or not-for-profit organization recognized as such by the state of California.
- II. 5.24.035 (B): The resident applicant agrees to provide in-kind services or perform community service.
- III. 5.24.035 (C): The activity/event for which the permit has been requested is open to the public, free of charge.

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. Application for Fee Waiver;
2. GOTRLA Member Requirements
3. 2018 Recreational Facility Reservation Form;
4. Participant Roster; and
5. Certificate of Liability Insurance.