

REPORT OF GENERAL MANAGER

APPROVED

NO. 08-184

DATE June 18, 2008

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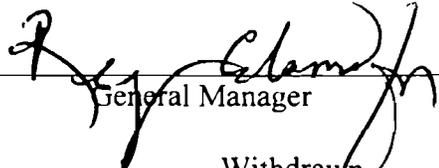
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**BOARD OF RECREATION
and PARK COMMISSIONERS**

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH REGION - AMENDMENTS TO THE SCHEDULE OF RATES AND FEES

R. Adams _____	J. Kolb _____
V. Israel _____	*F. Mok <u>am.</u>
H. Fujita _____	K. Regan _____
S. Huntley _____	M. Shull _____



 General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve the changes to various sections of the Schedule of Rates and Fees for the Griffith Region, as outlined in the body of this report and the attached schedules, effective upon approval of the Board; and,
2. Authorize staff to amend the relevant sections in the Schedule of Rates and Fees to incorporate these changes.

SUMMARY:

Each year, Department staff reviews the Schedule of Rates and Fees and recommends changes in order to clarify policy issues that have been raised in the previous year, to revise fees to more accurately recover Department costs, and to generate new revenues. As the cost of providing services to the public continues to rise, the Department remains committed to providing quality and affordable recreational opportunities to the City's residents and visitors. However, it will be necessary to increase rates and fees to enable the Department to fulfill this commitment.

A summary of all proposed changes for the Griffith Region is included below while specific changes are identified in the attachments. Only those sections of the Rates and Fees Manual proposed for revision are included in the attachments with new items identified by **bold** text and items proposed for deletion are indicated by ~~strikeout~~ text.

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Griffith Soccer Field	Increase the Field Use Fee for both Adult and Youth League Groups.
Los Angeles Youth Athletic Club (LAYAC)	Increase the Facility Use Fees for full day and partial day use. Rates have not been adjusted since 2001.
Municipal Sports	Assess a \$10.00 permit application fee for all permits issued for outdoor sports facilities. Increase permit fees for not-for-profit groups, private groups, and businesses. Increase the amount allocated to the Municipal Sports Special Account (for sports facility refurbishment). Eliminate the one-official bond and require a two-official bond for baseball and softball (fast pitch and modified pitch) with a corresponding increase in fees. Increase charges for trophies/awards for all sports. Increase tennis fees for non-reservation courts, instruction fees for basketball, baseball, and softball, and team fees for center-organized leagues.
Pay Parking Lots	Specify the percentage of fees collected at the Cabrillo Beach, Harbor, Westwood, and Pacific Overlook parking lots, that should be allocated to Special Account 817M. Eliminate separate summer and winter parking rates and set uniform rates year-round. Establish special event parking rates for Memorial Day weekend, Fourth of July and Fourth of July weekend, and Labor Day weekend, to be collected upon entering the parking lot instead of upon exiting. Increase weekend parking fees at the Harbor parking lot and monthly fees at the Westwood parking lot to bring the rates to current market levels, and decrease permit use hours at the Westwood parking lot.
Pote Field	Assess a \$10.00 permit application fee for all permits issued for Pote Field. Increase permit user fees for practice or games, tournaments and special events. Rates have not been adjusted since 2003.
Sherman Oaks Castle Park	Admit children 4 years old and under accompanied by paying adult for free. Increase cost of gift certificates and the allocation to concessionaires. Increase deposit requirements, fees for use of the Gazebo, Boathouse, or Flower Garden, and cancellation fees if reservation is

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cancelled 30 days or less. Establish fees for filming and parking lot use during operating hours. Increase fees for use of facility during non-operating hours.

Travel Town Museum

Establish facility use and cancellation fees for the picnic area and train car. Revise “parking only” fees for parties with more than 15 cars. Increase “after hours” rental rate for cars as well as the entire facility, Locomotive Pavilion, Exhibit Hall, and Travel Town Square.

Tregnan Golf Academy

Increase rates for open practice, special group instruction, and rental of golf balls and golf clubs. Increase Facility Use Fees for both profit and non-profit groups, event monitor charges, and furniture rental. Rates have not been adjusted since 2004.

Youth Sports Groups

Include LAUSD in the list of paying youth sports organizations and associations. Increase field use fees for both non-urban and urban impact centers, tournament fees, fees for the use of gymnasiums, as well as fees for day or night use of flag football, baseball, softball and soccer fields. Increase the amount allocated to regional Municipal Sports MRP account for sports facility refurbishment.

FISCAL IMPACT STATEMENT:

A modest increase in revenue will be created with the proposed increase in rates and fees, which is unlikely to impact the Department of Recreation and Parks General Fund significantly. There will also be a minimal increase in fees deposited to facility accounts that will be used to fund staff and maintenance needs.

This report was prepared by Noel Williams, Chief Management Analyst, Finance-Budget Section.

GRIFFITH SOCCER FIELD
Artificial Turf Field
(07/05)-(06/08)

FIELD USE FEE

ADULT RENTAL GROUPS

\$18.00 per hour to be deposited into Center's Municipal Sports Program (MRP) account for staff monitor.

\$12.00 per hour to be deposited into Center's Special Fund Account for field refurbishment.

Day Light Play	\$43.00 per hour	\$55.00 per hour
With Lights	\$48.00 per hour	\$60.00 per hour

Remaining monies will be deposited into the Department of Recreation and Parks General Fund Account.

YOUTH LEAGUE RENTAL GROUPS

~~\$5.00~~ **\$10.00** per hour to be deposited into Center's Municipal Sports Program (MRP) account for staff monitor.

\$3.00 per hour to be deposited into Center's Special Fund Account for field refurbishment.

Day Light Play	\$8.00 per hour	\$15.00 per hour
With Lights	\$10.00 per hour	\$20.00 per hour

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate.

LOS ANGELES YOUTH ATHLETIC CLUB (OLD LINCOLN HEIGHTS CITY JAIL)
(~~Revised 7/01~~) (Revised 06/08)

FACILITY USE FEES:

50% to be deposited into MRP Fund Account ; 50% into the Department of Recreation and Parks General Fund Account

Full day (8-12 hours)	\$1,500.00	\$1,650.00
Partial day (4-7 hours)	\$750.00	\$825.00
Partial day (less than 4 hours)	\$350.00	\$385.00

MUNICIPAL SPORTS
(Revised 07/04) (Revised 06/08)

MUNICIPAL SPORTS FACILITY JURISDICTION

The Municipal Sports Section will have sole jurisdiction over the use of all facility sports fields, (ball fields, soccer and multi-purpose fields) Monday through Friday from 6:00 p.m. to 10:30 p.m., and all day Sunday from 8:00 a.m. to 5:00 p.m. The Municipal Sports Section will have sole jurisdiction over the use of all facility gymnasiums a minimum of one night per week (Monday through Thursday) from 7:00 p.m. to 10:30 p.m. The night/s per week will be selected by the Facility's Directors-in-Charge and approved by the Region's Principal Recreation Supervisor II.

PERMITTING

~~The Municipal Sports Section is engaged in directing a variety of citywide recreational activities, with an emphasis on Adult league competition, tournament and league administration and implementation.~~

Any member of the public can apply for a permit or make a reservation for any facility under the jurisdiction of the Municipal Sports Section ~~providing~~ **provided** the time period requested is available.

The Municipal Sports Section may issue permits to a recreation center by request of the Director-in-Charge, at such times when the facility is under Municipal Sports jurisdiction but is not being utilized.

Note:

Although jurisdiction is scheduled to continue until 10:30 p.m. Monday- Friday, the Municipal Sports Section makes every attempt to foster good communication with facility directors to adjust game times to the needs of that community. If a facility has received special authority ~~by~~ **from** their immediate supervisor to close earlier than 10:30 p.m., it is important that either the supervisor or the Center Director informs the Municipal Sports Office, so that the schedule may be adjusted for abbreviated hours.

INDEPENDENT GROUPS

Municipal Sports office will receive all applications and approve and issue permits for use of outdoor sports facilities by independent sports leagues. Municipal Sports will determine length of permit.

All permits issued for outdoor sports facilities will be assessed a \$10.00 permit application fee.

Exclusive Use of Outdoor Sports Facilities

\$3.00 per hour to be deposited into the ~~regional 1750~~ Special Fund Account (for sports facility refurbishment)

	<u>No Fee Charged To Participate</u>	<u>Fee Generating Activities or Businesses</u>
<u>Ball Diamonds, Outdoor Basketball Courts, Multi Purpose Fields (except for Soccer use)</u>		
	<u>Not for profit groups</u>	<u>Private Groups/Businesses</u>
Daylight Play	\$16.00/hour \$21.00/hour	\$48.00/hour \$52.00/hour
When lights are used	\$20.00/hour \$25.00/hour	\$60.00/hour \$65.00/hour

MUNI SPORTS – (continued)

Soccer Fields / Multi-Purpose Fields for Soccer Use

\$5.00 per hour to be deposited into the Municipal Sports MRP Fund Account

(Ranger/OPS/Monitor)

\$5.00 per hour to be deposited into the Special Fund Account (for sports facility refurbishment)

	<u>Not for profit groups</u>	<u>Private Groups/Businesses</u>
Daylight Play	\$26.00/hour \$31.00/hour	\$78.00/hour \$83.00/hour
When lights are used	\$30.00/hour \$35.00/hour	\$90.00/hour \$95.00/hour
Staff Fee When Facility is Closed	See GENERAL INFORMATION Page for current hourly rate	

Remaining monies will be deposited into the Department of Recreation and Parks General Fund Account.

GENERAL

An appropriate performance bond will be added to the above fees (refundable if all conditions met).

Expenditures from the ~~regional~~ **Municipal Sports 310/2410—1750 refurbishment (Special Fund) Account can only be made for sports facility refurbishment and** must have the prior authorization of a committee consisting of regional management **including** Superintendent, ~~and~~ Principal Recreation Supervisor, and the Recreation Supervisor in charge of the Citywide Municipal Sports Division.

Saturday and Sunday night sports facility use:

In addition to any of the above standard fees, the current hourly rate (see General Information page), with a 3-hour minimum, shall be charged to cover the cost of a Recreation Assistant. *This fee shall be deposited in center's MRP Account.*

BENEFIT OR FUND RAISING AFFAIRS

Refer to SPECIAL EVENTS/FUND RAISERS page, Vendor Fee section

Insurance coverage may be required. See Insurance Requirements. All applications received by the Municipal Sports Section requesting Youth and Adult League permits and/or special events will be evaluated by staff to determine the level of risk associated with the level of use requested.

ADULT SPORTS LEAGUES

The Municipal Sports Section is engaged in directing a variety of citywide recreational activities, with an emphasis on Adult League competition, tournament and league administration and implementation.

DEFINITION OF FEES

Administration Fee This fee includes the following services: League ~~organization~~ **administration**, League organization, scheduling, facility assignments, officials' **assignments**, standings, ~~League administration~~ and awards. **Funds will be deposited into MRP Fund Account.**

MUNI SPORTS – (continued)

- Award Fee All monies returned to teams in form of awards. **Funds will be deposited into MRP Fund Account.**
- Bond This is predicated upon two times the officials' fee for any given sport. If a team does not appear for a game, the officials are paid from their bond. The bonds are refundable, if not used, at the end of the season. After 3 years of inactivity, a bond may revert to respective associations. **Funds will be deposited into MRP Fund Account.**
- Dues This money is used for program promotion, purchasing of equipment and incidentals. **Funds will be deposited into MRP Fund Account.**
- Officials' Fees Fees dependent upon sport. **Funds will be deposited into MRP Fund Account.**

YSEP Youth Sports Enhancement Programs

Baseball

Administration (RAP General Fund)	\$150.00	
Administration (MRP)	\$ 45.00	
YSEP (MRP X60)	\$ 10.00	
Bond (1 Official)	\$100.00	
Bond (2 Officials)	\$184.00	\$240.00
Trophies/Awards	\$ 40.00	\$50.00
Officials' Fees	TBA	

Basketball

Administration (RAP General Fund)	\$115.00	
Administration (MRP)	\$ 45.00	
YSEP (MRP X60)	\$ 10.00	
Bond	\$104.00	
Trophies/Awards	\$ 40.00	\$50.00
Officials' Fees	TBA	

Softball – Fast Pitch and Modified Pitch

Administration (RAP General Fund)	\$150.00	
Administration (MRP)	\$ 45.00	
YSEP (MRP X60)	\$ 10.00	
Bond (1 Official) (2 Officials)	\$ 52.00	\$80.00
Bond	\$ 88.00	
Trophies/Awards	\$ 40.00	\$45.00
Officials' Fees	TBA	

Softball – Slow Pitch

Administration (RAP General Fund)	\$150.00	
Administration (MRP)	\$ 45.00	
YSEP (MRP X60)	\$ 10.00	
Bond	\$ 50.00	
Trophies/Awards	\$ 40.00	\$50.00
Officials' Fees	TBA	

MUNI SPORTS – (continued)

Tennis – Winter League

Administration (Account 302) (RAP General Fund)	\$125.00	\$150.00
Administration (Court refurb)	\$ 45.00	
YSEP (MRP X60)	\$ 10.00	
Trophies/Awards	\$ 30.00	\$45.00
Bond	\$ 25.00	

Soccer

Administration (RAP General Fund)	\$125.00	\$150.00
Administration (MRP)	\$ 55.00	
YSEP (MRP X60)	\$ 10.00	
Bond (New team)	\$344.00	
Bond (Returning team)	\$176.00	
Trophies/Awards	\$ 55.00	\$60.00
Officials' Fees	TBA	

Volleyball

Administration (RAP General Fund)	\$50.00	
Administration (MRP)	\$45.00	
YSEP (MRP X60)	\$10.00	
Trophies/Awards	\$40.00	\$50.00
Bonds	\$30.00	
Officials' Fees	TBA	

OFFICIALS' INSTRUCTION FEES

Basketball/Baseball/Softball

Bond (New Officials)	\$20.00	\$25.00
Yearly Dues	\$30.00	\$35.00
TOTAL	\$50.00	\$60.00

TENNIS FEES (Non-Reservation Courts only)

LOS ANGELES MUNICIPAL TENNIS ASSOCIATION CLUB LADDER MATCHES

	<u>1 court/4 hours per week</u>	<u>1 court/hour</u>
Six (6) month permit	\$60.00 \$75.00	
Additional time		\$1.50 \$ 2.00
Tournament Play		\$1.50 \$ 2.00

OUTSIDE OR COMMERCIAL GROUPS ~~\$6.00~~ **\$10.00**

CENTER ORGANIZED LEAGUES

The Director at a recreation center may organize an Adult Community Sports League (house league) if the league is not in conflict with or in lieu of a Municipal Sports Program. "House league" shall be defined as one in which the Director is responsible for collection of fees and disbursements, printing of schedules, assigning of officials, purchasing of trophies and other administrative functions necessary to establish a well organized league.

MUNI SPORTS – (continued)

Team Fees

Administrative Fee	\$100.00 \$115.00 Basketball \$150.00 Softball
Sports Facility Refurbishment Fee	\$25.00 <i>(to be deposited into regional Special Fund Account 301.2410—1750)</i>
Plus Expenses (Trophies, officials' fees, forfeit bond and other league expenses)	<i>To be deposited into facility MRP Fund Account</i>

PAY PARKING LOTS
(Revised 07/07 06/08)

All parking fees include the City of Los Angeles 10% ~~parking tax~~ **Parking Occupancy Tax**. Parking fees are in addition to any film permit fees collected by the Film LA office.

Fees collected, (excluding the City of Los Angeles 10% Parking Occupancy Tax), from facilities listed below are deposited into the Special Fund Account as follows:

- **100% to Cabrillo Beach Parking Lot**
- **35% to Harbor Parking Lot**
- **85% to Westwood Parking Lot**
- **60% to Pacific Overlook Parking Lot**

Remaining monies are deposited into the Department of Recreation and Parks General Fund Account.

65% of parking fees (after excluding the 10% tax) from Weingart Intergenerational Complex (WIC) lot to be deposited in facility MRP account. 100% of parking fees (after excluding the 10% tax) from Cabrillo Beach Parking lots to be deposited in facility MRP ~~Special 817M~~ account. 35% of parking fees (after excluding the 10% tax) from Harbor Parking lot to be deposited in facility MRP ~~Special 817M~~ account. 85% of parking fees (after excluding the 10% tax) from Westwood Park facility to be deposited in facility MRP ~~Special 817M~~ account. 60% of parking fees (after excluding the 10% tax) from Pacific Overlook Parking lot will be deposited in the Pacific Overlook Parking lot MRP.

SWIM STADIUM PARKING LOT

~~Regular Vehicle entry fees to be set will be the same as fees charged by State and County for events. Maximum entrance fee not to exceed \$15.00. No oversized motor homes allowed.~~

CABRILLO BEACH PARKING LOT

~~Open seven days a week from June 1st until September 30th (Summer Season). Open Friday, Saturday, Sunday and Holidays from October 1st until May 31st (Winter Season).~~

~~Open year round 5:00 a.m. - 10:30 p.m.~~

Parking fees shall be based on "Pay by Exit," **except on special event dates**, with the following rates:

RATES

	Summer	Winter
Vehicles	\$1.00 per hour (\$9.00 Max)	\$1.00 per hour (\$7.00 Max)
Oversized/Trailer/Bus	\$2.00 per hour (\$15.00 Max)	
Buses/motor homes/oversized vehicles w/boat	\$2.00 per hour (\$15.00 Max)	\$2.00 per hour (\$15.00 Max)
(Park and Launch open 3:00AM-10:30PM)		

SPECIAL EVENT RATE (Memorial Day weekend, Fourth of July, Fourth of July weekend, Labor Day weekend).

Vehicle	\$9.00 flat rate
Oversized/Trailer/Bus	\$15.00 flat rate

A \$3.50 flat fee will be offered to private parties renting the Cabrillo Beach Bath House and Cabrillo

PAY PARKING LOTS – (continued)

Marine Aquarium with a minimum bulk purchase of 50 parking stalls.

****School buses with students K-12 attending a Museum Aquarium Tour are admitted free Monday through Friday. All other buses must pay oversized rate.**

A grace period will be made available for those entering and exiting the facility within twenty minutes.

HARBOR PARKING LOT

Monday through Friday	\$3.00/vehicle per entry
Saturday through Sunday	\$4.00 \$5.00/vehicle per entry

WESTWOOD PARK

Monday through Friday only	\$125.00/month per space
6:00 a.m. to 4:00 PM 3:00 p.m.	\$125.00 per month, per space or \$1,500.00 if purchased annually.

PACIFIC OVERLOOK PARKING LOT

Overnight parking rates apply from 6:00 p.m. to 6:00 a.m.

One night a week	\$12.00 per month
Nightly	\$50.00 per month

PARKING FEE EXEMPTION POLICY

CABRILLO GENERAL PARKING LOT

The following groups will be exempt from parking fees provided they display the exemption pass properly in their parked vehicle.

1. Polar Bears – A Cabrillo Beach Booster Club that was established in 1936
2. School buses transporting groups which have booked guided or self-guided tours with CMA
3. Visitors with business appointments with Cabrillo Bathhouse Staff, arranged in advance
4. Attendees of Aquarium or Department-sponsored or co-sponsored events, with the approval of the Assistant General Manager

CABRILLO MARINE AQUARIUM PARKING LOT

General public will not be allowed to park in the Aquarium section of the parking lot. The following groups/individuals will be admitted free to the Cabrillo Marine Aquarium Parking Lot, if parking spaces are available upon entry:

1. Cabrillo Marine Aquarium (CMA) staff or Cabrillo Beach Bathhouse staff, with parking pass displayed properly

PAY PARKING LOTS – (continued)

2. Friends of the CMA, or volunteers, at the discretion of the Aquarium Director
3. Groups or individuals who pay for classes or tours given by Aquarium staff (e.g. “Sea Search” and “Science at the Seashore”), at the discretion of the Aquarium Director
4. Visitors who have business appointments with **the** Aquarium
5. Attendees of special Aquarium programs, functions or events. (This exemption does not include the annual Sea Faire or Whale Fiesta events.) Private events, whereby the Aquarium or Cabrillo Beach Bathhouse facilities are rented, are NOT exempt and must pay all applicable parking fees. (A \$3.50 flat fee will be offered to private parties renting the Cabrillo Beach Bath House and Cabrillo Marine Aquarium with a minimum bulk purchase of 50 parking stalls.)

POTE FIELD
(~~Revised 07/03~~) (Revised 06/08)

All permits issued for Pote Field will be assessed a \$10.00 permit application fee.

50% of all permit user fees to be deposited into the Crystal Springs Ball Diamond MRP Fund Account;

50% into the Department of Recreation and Parks General Fund Account

Use granted through revocable permit for practice or games	\$26.00 per hour \$31.00 per hour
Tournaments, Special Events	\$100.00 first 3 hours \$ 40.00 each additional hour \$115.00 first 3 hours \$ 45.00 each additional hour
Refundable Security Deposit	\$200.00 each tournament or special event

SHERMAN OAKS CASTLE PARK
(Revised 07/07 06/08)

MINIATURE GOLF PRICES

50% to be allocated to *the Special Fund Account*;

50% to be allocated to the *Department of Recreation and Parks General Fund Account*

Individual Rates:

Adults (13-64)	\$6.50
Children (under 12)	\$5.50
Children (5-12)	\$5.50
Children 4 and under	FREE with PAID adult
Senior Citizens (65+)	\$5.50
Early Bird	\$3.00
Every Saturday and Sunday 9:00 a.m. - 10:30 a.m.	
Replays	\$3.00
Discount coupons	\$2.00 off regular price round of golf

Group Rates (groups of 15 or more)

- Requires advance reservation and must be paid with one payment

Golf Only

Adults	\$4.50
Children	\$3.50
Senior Citizens	\$3.50

Group Golf and Game Rates (groups of 15 or more)

Includes 10 game tokens per participant. Requires advance reservation and must be paid with one payment.

*(\$2.00 per person to concessionaires; 50% of balance to **the Special Fund Account** and 50% to the Department of Recreation and Parks General Fund Account)*

Adults	\$6.50
Children	\$5.50

Gift Certificates

~~\$10.50~~ **\$15.00**

*(~~\$5.95~~ **\$7.30** to concessionaires; 50% of balance to **the Special Fund Account** and 50% to the Department of Recreation and Parks General Fund Account)*

Includes: One round of golf
10 game tokens
Large Slice of Pizza
Ice Cream
Soft drink

BIRTHDAY PARTY PACKAGES – 10 Guest Minimum - **12 Guest Minimum at Pavilion**

Imperial Package

\$13.95 each

*(\$8.50 to concessionaires; 50% of balance to **the Special Fund Account** and 50% to the Department of Recreation and Parks General Fund Account)*

Includes:

- Unlimited golf
- 20 game tokens
- Large Slice of Pizza or Hot Dog
- Ice Cream
- Soft drink
- Gift for the birthday child
- Use of party area for 2 hours
- Party Hostess for 2 hours
- Decorations and Paper goods
- Clean up of party area

SHERMAN OAKS CASTLE PARK – (continued)

Royal Package \$10.95 each
(*\$5.95 to concessionaires; 50% of balance to **the Special Fund Account** and 50% to the Department of Recreation and Parks General Fund Account*)

Includes:

- One round of golf
- 10 game tokens
- Large Slice of Pizza
- Ice Cream
- Soft drink
- Use of party area for 2 hours
- Party Hostess for 2 hours
- Decorations and Paper goods
- Clean up of party area

Private Area Premium (Gazebo/Boathouse/Flower Garden only) ~~\$25.00~~ **\$30.00** per party
(*50% to **the Special Fund Account** and 50% to the Department of Recreation and Parks General Fund Account*)

~~\$25.00~~ **\$35.00** deposit required for reservation, to be credited toward final bill.

Pavilion, Gazebo, Boathouse and Flower Garden Rental

~~(Non party Use Only)~~

10:00 a.m.– 4:00 p.m. (Monday – Friday, **excluding holidays**) \$40.00 per hour
4:00 p.m.– Closing (Monday – Friday) \$60.00 per hour
Weekends and Holidays \$80.00 per hour

Must be paid in full to reserve.

Cancellation Fee for parties, Pavilion, Gazebo, Boathouse and Flower Garden
(*if cancelled, 100% to **the Special Fund Account***)

Prior to ~~14~~ **30** days No Charge
~~14~~ **30** days or less ~~\$25.00~~ **\$35.00**

GOLF COURSE EXCLUSIVE USE FEE ** (Does not include per person charges)

Course rentals will be considered on a case-by-case basis depending on general public need. At no time will all three courses be rented for exclusive use. Exclusive Use fee must be paid in full to reserve.

Weekdays

Monday – Friday 10 a.m.– 4 p.m. \$200.00 Per Hour/Per Course

Evenings

Monday – Thursday 4 p.m.– closing \$300.00 Per Hour/Per Course

Prime

Friday 4 p.m.– closing \$500.00 Per Hour/Per Course

Saturday, Sunday
and Holidays

9 a.m.– closing \$500.00 Per Hour/Per Course

** These rates replace the earlier page in Rates and Fees Sherman Oaks Castle Park Golf Course in which rates were broken down by the hour and day of the week.

FILMING USE

During operational hours:

- Use of a golf course will be charged an Exclusive Use Fee as stated above.
- In addition, a Grounds Use Fee of \$150.00 /hour will be charged when applicable. Grounds Use fees are for non-golf course areas excluding arcade, batting cage and café. These are typically: green areas adjacent to courses, entrance, walk ways, landings and party areas.

SHERMAN OAKS CASTLE PARK – (continued)

- **Parking Lot fees of \$150.00/ hour will be charged for up to a maximum of 60 vehicles or the truck length equivalent. No use of Parking Lot as a catering area is permitted unless allowed by café concessionaire in writing.**

During non-operational hours

Use of facility (including Parking Lot)

~~\$150.00~~ **\$250.00** per hour.

Parking Lot Only Use fee

\$50.00 per hour

~~During operational hours~~

~~Normal rates apply~~

CANCELLATION POLICY FOR EXCLUSIVE USE OF GOLF COURSES AND FILMING:

Cancellation prior to 24 hours

No Charge

Cancellation within 24 hours

\$200.00

Complimentary Golf Passes - A maximum of 1,500 per calendar year to be issued.

TRAVEL TOWN MUSEUM
(Revised 07/04) (Revised 06/08)

All charges will be levied on the basis of the area of the Museum to be used and hours of use. Only car rentals (non-admission) and picnic rentals (non-admission) can be conducted during operating hours, Monday – Sunday. Closed December 25.

FACILITY USE FEES

*50% to be deposited to the Travel Town ~~MRP Account~~ Special Fund Account;
50% to the Department of Recreation and Parks General Fund Account*

	Private or Non Admission		Admission Charged for	
	Use		Fundraising Event	
	1st 3 Hours	Each add'l hour	1st 3 Hours	Each add'l hour
<u>Car Rental</u>				
Operating Hours	\$100	\$30	\$300	\$90
After hours	\$200	\$50	\$600	\$150
Adjacent to Car (1-4) tables	\$25/table		\$75/table	
Pre/post Event	\$25/hour		\$75/hour	
<u>Entire Facility</u>	\$800	\$200	\$2,400	\$600
<u>Locomotive Pavilion</u>	\$400	\$100	\$1,200	\$300
<u>Exhibit Hall (including Holden's Corner), Arcadia Depot, Gallery (each)</u>	\$200	\$50	\$600	\$150
<u>Travel Town Square</u>	\$400	\$100	\$1,200	\$300
Pre-Post Event in all above	\$50/hr		\$150/hr	
Picnic Reservations for the Operational Day, from opening until 30 minutes before closing,				
	Private or Non-Admission Only			
Groups of	1-50 (2 or 3 tables)			\$50.00
	51-75 (4 tables)			\$75.00
	76-100 (5 tables)			\$100.00

Picnic area - Rental time is from 10:00 a.m.– 4:30 p.m.

\$100.00 (\$75.00 Basic fee + \$25.00 deposit refunded if picnic area is left clean)

\$ 25.00 for each additional table used

\$ 35.00 Cancellation fee

Train Car - Rental is for a three-hour period

\$200.00 (\$150.00 basic fee + \$50.00 deposit refunded if car is left in condition found)

\$ 25.00 for each adjacent table used

\$ 20.00 for each additional ½ hour

\$ 75.00 Cancellation fee

TRAVEL TOWN MUSEUM – (continued)

Cancellation fee policy: A cancellation fee is charged if party is cancelled except in the case of sufficient rain to close train ride.

Reservations for use of designated picnic areas may be made for groups of various sizes up to 100. ~~Use of picnic areas WITHOUT RESERVATION is on a FREE, FIRST COME, FIRST SERVE BASIS.~~

Exclusive approved uses except non-admission car rentals and picnic rentals, including filming and other photographic type activities of Travel Town, its parking lot, or any portion of its premises except the Railroad Cars, is allowed only after or before regular public operation hours. All admissions charged, fundraising, or use of outdoor or exhibit spaces ~~is are~~ for any use, whether all or only a portion of Travel Town is used, except for use of the Railroad Cars, which must be rented singularly, at the After Hours rate. Use of Historic Railroad equipment is subject to negotiation but cannot involve alteration of equipment or any potential damage to equipment.

ADDITIONAL CHARGES

Staff Fees

At the discretion of the Museum Director, some events or activities may require additional maintenance security, traffic control, and/or event monitor staffing, due to size, location, scope of activities, or other factors. Part-time staff fees are established in the GENERAL INFORMATION section. Full-time staff fees will be charged at the current overtime rate. Docents in historic dress will be charged as part-time staff. Security will be assigned and charged according to current General Services contract security rates per hour.

~~Kitchen Use~~ ————— ~~\$ 25.00/hour~~

Parking Only

The Parking Only Fee is for use of the lot as parking for ten or more vehicles for any off-site activity. If the parking lot is used for any activity beyond parking, the Travel Town Square Fee will apply.

Parking between 9:00 a.m. and 5:00 p.m.

15 cars or less: \$ 75.00 per hour or portion thereof
More than 15 cars \$250.00 per day

~~More than 15 cars, or any number of vehicles if catering trucks, semi-pulled trailers, or other oversized vehicles are included: \$250.00 per hour or portion thereof~~

~~Parking between the hours of 5:00 p.m. and 9:00 a.m. \$ 25.00 per hour or portion thereof~~

Refundable Deposits

	Public Operation Hours	After Hours (only)
Car Clean-up Deposit	\$40.00	\$150.00
Picnic Area Clean-up	\$25.00	
Outdoor Exhibit Spaces		\$250.00

TRAVEL TOWN MUSEUM – (continued)

AFTER HOURS RENTAL RATE

	<u>Private or</u> <u>Non-Admission Use</u>		<u>Admission Charged for</u> <u>Fundraising Event</u>	
	<u>1st 3 hrs</u>	<u>Each Add'l Hour</u>	<u>1st 3 hrs</u>	<u>Each Add'l Hour</u>
Car Rental	\$250.00	\$ 50.00	\$ 600.00	\$150.00
Entire Facility	\$800.00	\$200.00	\$2,400.00	\$600.00
Locomotive Pavilion	\$400.00	\$100.00	\$1,200.00	\$300.00
Exhibit Hall (including Holden's Corner), Arcadia Depot, Gallery (each)	\$200.00	\$ 50.00	\$ 600.00	\$150.00
Travel Town Square	\$400.00	\$100.00	\$1,200.00	\$300.00
Pre-Post Event to all above	\$ 50.00/hr		\$ 150.00/hr	

Cancellation Fees (after hour use only)

Outdoor Exhibit Spaces	30% of all fees
Car Rental	30% of all fees

~~Cancellation Fees~~

~~Car Rental~~

8 or more days prior	\$ 50.00	30% of all fees
7 or less days prior	\$100.00	30% of all fees

~~Picnic Reservation~~

8 or more days prior	\$15.00
7 or less days prior	\$50.00

~~Outdoor Exhibit Spaces~~

After payment	30% of all fees
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PAYMENT OF FEES

Payment in full is due within 14 days from the date that reservations were made.

GROUPS EXEMPTED FROM PAYMENT OF FEES

The following groups or agencies may be issued permits for the use of the Travel Town Museum without charge for meetings and non-fundraising functions only and must demonstrate to the satisfaction of the Director of the Museum that the Department received an equivalent value in facility use, materials, and/or other in-kind services.

1. American Southwestern Railway Association Inc.
2. East Valley Lines, Inc.
3. Railway Preservation Organizations
4. Griffith Park Resource Board
5. Griffith Park and Facility Support Organizations

TREGNAN GOLF ACADEMY
(Revised ~~07/04~~) (Revised 06/08)

The Tregnan Golf Academy conducts Citywide programs in support of youth golf (ages 6 to 18), golf camps, and golf clinics. The Academy also provides group activities, instruction, and building usage to the public on a reservation basis.

Monies generated **will be allocated 100% to the Tregnan MRP Fund Account** and will provide a means of augmenting general programming at the Academy.

Open Practice (adult golfers over 18 must be accompanied by a youth age 6-17)

Members:	\$2.00 per day	\$3.00 per day (unlimited hours)
Non-members:	\$4.00 per day	\$6.00 per day (unlimited hours)
Special Group Practice:	\$25.00 per hour	\$45.00 per hour

(Maximum of 5 youth and subject to advance scheduling. Groups must maintain a ratio of one adult to every five youth.)

Special Group Instruction: ~~\$75.00~~ **\$150.00** (Maximum of 10 people for 2 hours)

Fee includes one hour of instruction and one hour of practice; balls, clubs and supervision during practice.

Equipment Rental

	<u>Members</u>		<u>Non-members</u>	
Golf Balls (bucket of 40)	\$1.00	\$3.00	\$2.00	\$4.00
Golf Clubs (rental per club)	\$0.25	\$2.00 (5 club bag)	\$0.50	\$3.00 (5 club bag)

Facility Use Fees

50% to be deposited into the Tregnan MRP Fund Account; 50% into the Department of Recreation and Parks General Fund

		<u>1st 2 hours</u>		<u>Each additional hour</u>	
(Monday-Thursday)	Non Profit	\$400.00	\$500.00	\$100.00	\$150.00
	Profit	\$500.00	\$600.00	\$150.00	\$200.00
(Friday-Sunday)	Non Profit	\$600.00	\$700.00	\$200.00	\$250.00
	Profit	\$700.00	\$850.00	\$250.00	\$350.00

TREGNAN GOLF ACADEMY - (continued)

Special Use Fees

*50% to be deposited into the **Tregnan MRP Fund Account**; 50% into the **Department of Recreation and Parks General Fund Account***

\$300.00 (maximum of 4 hours for City Agencies and Department sponsored groups)

ADDITIONAL CHARGES

Event Monitor ~~\$30.00~~ **\$45.00** per hour (Permit groups must pay monitor for 1 hour before and after event)

Staffing The per hour staff rate, as established in the GENERAL INFORMATION page, will be charged when facility is normally closed. (Permit groups must pay staff for 1 hour before and after event.)

Park Rangers See applicable ranger fees

Furniture Rental 8 ft. table and 8 chairs ~~\$25.00 per set~~ **\$50.00 per set**

YOUTH SPORTS GROUPS
(Revised ~~07/04~~ 06/08)

All permits issued for outdoor sports facilities will be assessed a \$10.00 permit application fee.

YOUTH SPORTS ORGANIZATIONS AND ASSOCIATIONS (e.g. Y.M.C.A., C.Y.S.O., A.Y.S.O., LAUSD)

Field Use Fee

	<u>Non-Urban Impacts Centers</u>	<u>Urban Impact Centers</u>
Daylight Play	\$5.00 per hour per field	\$3.00 per hour per field
When Lights are Used	\$7.00 per hour per field	\$5.00 per hr. per field
	<u>Non-Urban Impacts Centers</u>	<u>Urban Impact Centers</u>
Daylight Play	\$10.00 per hour per field	\$ 8.00 per hour per field
When Lights are Used	\$12.00 per hour per field	\$10.00 per hour per field

*From the above fees, ~~\$3.00~~ \$5.00 per hour per field for baseball, softball, soccer, flag football or any other multi-purpose athletic field use is to be deposited into the specific regional municipal sports account representing the Region where the permitted facility is located (~~Metropolitan Municipal Sports account 106, subaccount 1750; Pacific Municipal Sports account 306, subaccount 1750; Valley Municipal Sports account X65, subaccount 1750~~). (**Metropolitan-Pacific Municipal Sports – account X50; Valley Municipal Sports - account X65**)*

Note: ~~The sub account is designated to hold funds to be used specifically for the maintenance and repair of sports fields. The additional \$2.00 for lighted use are~~ is to be deposited to the General Services Department utility account 100-62.

Private, nonprofit youth sports leagues providing maintenance and repair of sports fields shall not be required to pay the ~~\$3.00~~ \$5.00 per hour, per field maintenance fee. (**i.e. Little Leagues**)

Tournament Fee A fee of ~~\$16.00~~ \$21.00 per hour will be charged during the day and ~~\$20.00~~ \$25.00 per hour at night for baseball, softball, flag football, and soccer or any multi-purpose field. ~~\$3.00 per hour to be deposited into regional 1750 account (for sports facility refurbishment)~~ \$3.00 per hour to be deposited into regional **Municipal Sports Special Fund Account (for sports facility refurbishment)**

Additional Fees

Refundable maintenance fee \$100.00 per permit.

Fund Raising Events See SPECIAL EVENTS/FUNDRAISER page.

Admission If an admission is charged for an event, the standard building or field fee will apply.

YOUTH SPORTS GROUPS – (continued)

PRIVATE YOUTH OR SCHOOL TEAMS

~~\$3.00 per hour to be deposited into regional 1750 account (for sports facility refurbishment)~~

\$5.00 per hour to be deposited into regional Municipal Sports Special Fund Account (for sports facility refurbishment)

	<u>Day</u>	<u>Night</u>
Use of flag football, baseball, softball, and soccer fields.	\$16.00/hour	\$20.00/hour
	<u>Urban Impact Facilities</u>	<u>All Other Facilities</u>
Use of gymnasiums*	\$20.00/ hour	\$30.00/ hour
	<u>Day</u>	<u>Night</u>
Use of flag football, baseball, softball, and soccer fields.	\$21.00/hour	\$25.00/hour
	<u>Urban Impact Facilities</u>	<u>All Other Facilities</u>
Use of gymnasiums*	\$25.00/ hour	\$35.00/ hour

Private, Parochial, LAUSD and non-L.A.U.S.D. school teams are only exempted from fees if there is a reciprocal agreement between the center and the school by which the Department receives an equivalent value in facility use, materials and/or other in-kind services, as determined by the Principal Recreation Supervisor.

It is acceptable for Youth Groups to make donations to facilities. Monetary donations shall be placed in MRP Fund Account.

L.A.U.S.D. SCHOOL TEAMS OR INTRAMURAL PROGRAMS

~~If a team is representing a public school or is part of a public intramural program, there will be no charge for use of indoor or outdoor facilities, except for Additional Fees (see above) that apply.~~

It is acceptable for Youth Groups to make donations to facilities. Monetary donations shall be placed in MRP Account.