

REPORT OF GENERAL MANAGER

APPROVED
JUN 18 2008

NO. 08-185

DATE June 18, 2008

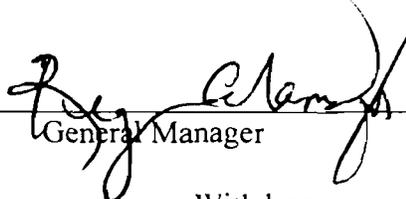
**BOARD OF RECREATION
and PARK COMMISSIONERS**

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: METRO 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Withdrawn _____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 Metro 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 Metro 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.

REPORT OF GENERAL MANAGER

PG. 2

NO. 08-185

Ernest E. Debs Park
(Corporate Picnic Area)

Establish non-refundable maintenance fee for reservations over 100 persons. Increase facility use fees for various group sizes. Increase the portion of fees allocated to the Department of Recreation and Parks General Fund.

Elysian Park - Section #9 and
Bishop Canyon Picnic Areas

Increase facility use fees for various group sizes. Increase the portion of fees allocated to the Department of Recreation and Parks General Fund. Establish cancellation fees based on proximity of cancellation to the event.

Elysian Park – Montecillo de
Leo Politi Lodge (Old Lodge)

Eliminate maintenance fees and catering fees. Increase the portion of fees allocated to the Department of Recreation and Parks General Fund. Replace fixed cancellation fees with those that are a percentage of rental fees.

MacArthur Park Bandshell –
Levitt Pavilion

Set up various categories of access to bandshell/facilities and apply corresponding facility use fees. Increase maintenance deposit requirements. Specify conditions for renting the facility, which has been newly refurbished by the Levitt Foundation.

Pan Pacific Amphitheater
and Picnic Area

Increase facility use fees and reservation fees for various group sizes. Establish non-refundable maintenance fee for reservations over 100 persons. Define the portion of reservation fees allocated to MRP and the Department of Recreation and Parks General Fund. Establish cancellation fees based on proximity of cancellation to the event.

Vista Hermosa Synthetic
Turf Field

Establish field use fees for various groups using the field.

REPORT OF GENERAL MANAGER

PG. 3

NO. 08-185

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 in facility Municipal Recreation Program (MRP) accounts that will be used to fund staff and maintenance needs.

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

**VISTA HERMOSA SYNTHETIC TURF FIELD
(Adopted 06/08)**

Field Use Fees

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

*Note: Priority is given to youth organizations for the purpose of soccer use.
This type of permit may only allow for groups to use one half of the field.*

**NON-PROFIT YOUTH SPORTS
LEAGUES**

Day Light Play	\$4.00 per hour
Night Play with Lights	\$6.00 per hour

OTHER YOUTH SPORT LEAGUES

Day Light Play	\$10.00 per hour
Night Play with Lights	\$12.00 per hour

ADULT GROUPS

Day Light Play	\$43.00 per hour
Night Play with Lights	\$48.00 per hour

OFF CAMPUS SCHOOL GROUPS

Day Light Play	\$ 8.00 per hour
Night Play with Lights	\$10.00 per hour

In the event that allocated budget does not cover the required monitor fees, then an hourly staffing fee may be added to the permit at the current rate listed in the Rates & Fees Manual at the discretion of the Region Management.

TOURNAMENTS/ FUNDRAISERS/ SPECIAL EVENTS

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 of the rates and fees manual. Full-time staff fees will be charged at the current overtime rate.

ERNEST E. DEBS PARK – CORPORATE PICNIC AREA
(Revised ~~07/03~~ 06/08)

FACILITY USE FEES

50% 25% to be deposited in the ~~Debs MRP~~ Special Fund Account; 75% in the Department of Recreation and Parks General Fund Account

1 100 persons	\$150.00
101 300 persons	\$300.00
1 - 50 persons	\$ 75.00
51 - 100 persons	\$150.00
101 - 300 persons	\$325.00
301 - 500 persons	\$450.00
More than 500 persons	Negotiated

ADDITIONAL CHARGES

Reservations over 100 persons - add \$50.00 non-refundable maintenance fee to the Special Fund Account

Moonbounce Permitting Fee \$20.00 per day (100% to ~~the facility MRP~~ Special Fund Account)

Moonbounce companies must have current insurance endorsement forms on file with the Department Insurance Coordinators.

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.

CANCELLATION FEE

91 days or more prior to event	10% of rental fees
61-90 days prior to event	20% of rental fees
31-60 days prior to event	30% of rental fees
30 days or less prior to event	40% of rental fees

ELYSIAN PARK – SECTION #9 AND BISHOP CANYON PICNIC AREAS
(Revised 09/02 06/08)

FACILITY USE FEES

50% 25% will be deposited in the Elysian Park MRP Special Fund Account; 75% in the Department of Recreation and Parks General Fund Account

Groups of	1 – 100 persons	\$150.00
	101 – 300 persons	\$300.00
	301 – 500 persons	\$450.00
	More than 500	Negotiated

Groups of	1 – 50 persons	\$ 75.00
Groups of	51 – 100 persons	\$150.00
Groups of	101 – 300 persons	\$325.00
Groups of	301 – 500 persons	\$450.00
Groups of more than 500 persons		Negotiated

ADDITIONAL CHARGES

Reservations over 100 persons - add \$ 50.00 non-refundable maintenance fee to the MRP Special Fund Account.

Moonbounce Permitting Fee \$20.00 per day (100% to the facility MRP Special Fund Account)

Moonbounce companies must have current insurance endorsement forms on file with the Department Insurance Coordinators.

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.

CANCELLATION FEE

91 days or more prior to event	10% of rental fees
61 – 90 days prior to event	20% of rental fees
31 – 60 days prior to event	30% of rental fees
30 days or less prior to event	40% of rental fees

ELYSIAN PARK – MONTECILLO DE LEO POLITI LODGE (OLD LODGE)
(Revised ~~09/02~~ 06/08)

FACILITY USE FEES

~~50%~~ 25% will be deposited in the **MRP Special Fund Account for Elysian Park; 75% in the Department of Recreation and Parks General Fund Account**

	<u>First 4 hours</u>	<u>Each additional hour</u>
Weekdays	\$100.00	\$30.00/hour
Fridays, Weekends, and Holidays	\$200.00	\$60.00/hour

ADDITIONAL CHARGES

MAINTENANCE FEE (100% deposited in MRP #800 Account for Elysian Park)

Groups of	1 - 100	\$ 50.00
	101 - 250	\$ 85.00
	251 - 500	\$150.00

CATERING FEE

Groups of	1 - 100	\$ 60.00
	101 - 200	\$ 90.00
	201 - 300	\$125.00
	301 - 400	\$180.00
	401 - 500	\$250.00

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.

DEPOSIT (required to hold reservations) \$250.00

~~50%~~ 25% will be deposited in the **MRP Special Fund Account for Elysian Park; 75% in the Department of Recreation and Parks General Fund Account**

CANCELLATION FEE

60 days notice required	\$125.00
Less than 60 days notice given	\$250.00

91 days or more prior to event	10% of rental fees
61 – 90 days prior to event	20% of rental fees
31 – 60 days prior to event	30% of rental fees
30 days or less prior to event	40% of rental fees

SPECIAL USE FEE \$110.00

Special use of Montecillo De Politi Lodge is available for other City agencies and Department-sponsored groups. Non-city government agencies may qualify for the Special Use Rate subject to availability and the purpose of the event. The purpose of such usage should involve training, work meetings, and other government business activities authorized by the General Manager or his/her designee.

MACARTHUR PARK BANDSHELL – LEVITT PAVILION
(Revised 09/02 06/08)

FACILITY USE FEE

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

	<u>First 2 hours</u>	<u>Each additional hour</u>
Bandshell Rental	\$350.00	\$50.00
<u>Bandshell Rental</u> <i>Stage and grounds only</i>	\$300.00	\$75.00
<u>Bandshell Rental</u> <i>Stage, backstage, grounds, No backstage restroom access</i>	\$375.00	\$100.00
<u>Bandshell Rental</u> <i>Stage, backstage, grounds Backstage restrooms</i>	\$450.00	\$125.00

~~CLEAN-UP DEPOSIT~~

MAINTENANCE DEPOSIT

<u>Number of Persons</u>	<u>Refundable</u>	<u>Non-Refundable</u>	<u>Total Deposit</u>
1 - 500	\$500.00	\$100.00	\$600.00
501 - 2500	\$600.00	\$200.00	\$800.00
2501 +	\$700.00	\$300.00	\$1,000.00

SPECIAL USE FEE

Use of the MacArthur Park Bandshell is available for City and Government Agencies, LAUSD, and Non-Profit groups. The purpose of such usage should involve cultural, educational, and government business activities authorized by the General Manager or his/her designee. All conditions listed apply to Special Use permittees. Special use fees will be calculated at 50% of Facility Use fees plus deposit.

	<u>First 4 hours</u>	<u>Each additional hour</u>
<u>PA System</u> <i>Includes Technician</i>	\$300.00	\$50.00

ADDITIONAL CHARGES

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

MACARTHUR PARK BANDSHELL – LEVITT PAVILION - (continued)

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.

~~DEPOSIT TO HOLD RESERVATION~~ ————— ~~\$350.00~~

~~Applied toward the cost of the rental~~

~~VENDOR FEE~~

~~For booth or sales activities~~ ————— ~~See SPECIAL EVENTS/FUNDRAISING Section, under Vendor Fee~~

CANCELLATION FEE

31 or more days prior to event	\$100.00
30 or less days prior to event	\$350.00

OTHER CONDITIONS

- **Permittee must adhere to all applicable sound restrictions**
- **Additional portable restrooms may be required by Department at the expense of the permittee**
- **Permittee is responsible for litter pick-up and all other clean-up**
- **Insurance may be required as needed by the Department**

SPECIAL USE FEE ————— ~~\$110.00~~

~~Special use of MacArthur Park Bandshell is available for City agencies and Department-sponsored groups. Non-city government agencies may qualify for the Special Use Rate subject to availability and the purpose of the event. The purpose of such usage should involve training, work meetings, and other government business activities authorized by the General Manager or his/her designee.~~

~~Special use reservations can only be secured 60 days prior to the date of the event.~~

PAN PACIFIC AMPHITHEATER & PICNIC AREA
(Revised 07/05) 06/08)

FACILITY USE FEES

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

Reservations for special events are limited to one day per weekend.

Non-commercial/Non-Fund-raising event of non-profit organization (proof of 501c3 required)	\$200.00
Non-commercial/Fund-raising event of non-profit organization (proof of 501c3 required)	\$200.00 \$250.00
Non-commercial/Non-Fund-raising event	\$275.00
Non-commercial/Fund-raising event	\$300.00
Commerical/Fund-raising event	\$200.00 \$400.00

In addition to the flat fee, ~~a percentage of gross receipts will be charged according to the following.~~ **booth fees, etc. will apply. Refer to Special Event page of this manual.**

~~Non-profit organizations must pay 5% of the gross receipts for all entrance fees, sales, donations, booth rentals, etc.~~

~~All other organizations and commercial enterprises must pay 20% of the gross receipts for all entrance fees, sales, donations, booth rentals, etc.~~

ADDITIONAL CHARGES

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

Utility Hook-Up	\$ 25.00
Refundable clean up/damage deposit (minimum) Deposit may be increased according to the size and type of event.	\$250.00

SPECIAL REQUIREMENTS

Staff fees may be required depending on size and type of event.

Permittee must provide off-site parking and shuttle service for all events with expected attendance of 200 or more.

Department security **and/or porta-potties** may be required depending on type or time of event.

PAN PACIFIC AMPHITHEATER & PICNIC AREA – (continued)

PICNIC AREA

25% to be deposited in the Special Fund Account; 75% in the Department of Recreation and Parks General Fund Account

Groups of 1 - 100	\$ 96.00
Groups of 101 - 250	\$136.00
Groups of 251 - 500	\$211.00
Groups of 1 - 50	\$ 75.00
Groups of 51 - 100	\$100.00
Groups of 101 - 300	\$200.00
Groups of more than 300	\$400.00

~~Each reservation fee includes \$10 to maintenance and \$36 for administration and Supervision.~~
For reservations over 100 people, add \$50.00, non-refundable maintenance fee to the Special Fund Account.

CANCELLATION FEE

91 days or more prior to event	10% of rental fees
61 – 90 days prior to event	20% of rental fees
31 – 60 days prior to event	30% of rental fees
30 days or less prior to event	40% of rental fees