

APPROVED

MAY 19 2022

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

NO. 22-130

DATE May 19, 2022

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: REVISION OF GOLF TOURNAMENT AND LEAGUE POLICY

AP Diaz, H. Fujita, J. Kim, *M. Rudnick, C. Santo Domingo, N. Williams

Signature of General Manager

Approved X Disapproved Withdrawn

RECOMMENDATIONS

- 1. Approve the proposed changes to the Golf Tournament and League Policy...
2. Authorize RAP staff to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY

The Department of Recreation and Parks' (RAP) Golf Tournament and League Policy (Tournament Policy) was last revised in 2013. RAP staff is now proposing changes to the Tournament Policy to better suit current golf market conditions, increase revenue, and make updates regarding new organizations.

- 1. General Tournament Information
• Tournament payment and modification window is increased from seven (7) days to ten (10) days.
• Give RAP's Golf Manager, rather than RAP's General Manager, the authority to schedule additional tournaments.

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- Stipulate criteria for Summer Golf Leagues.
2. Exempt Groups
 - ~~Add a new organization~~, Los Angeles County Women's Golf Association (LACWGA), as an Exempt Group.
 3. Junior Groups
 - Elimination of requirement to be certified to play if under the age of 13.
 - Elimination of Qualified Junior Groups and Junior Instructions Groups.

Other changes include clarifications to existing language, consolidation of duplicative language, and clarification of days when tournaments are permitted. It should be noted that none of the proposed changes results in a change to existing fees for tournaments and leagues. Attachment A is marked to show the changes to the proposed Golf Tournament and League Policy.

TREES AND SHADE

The approval of this Report will have no impact on existing trees and shade at RAP facilities.

ENVIRONMENTAL IMPACT

The approval of this Report does not require a determination under the California Environmental Quality Act (CEQA).

FISCAL IMPACT

There is no negative impact on RAP's General Fund, as all revenue and expenses related to the operation of the City's golf system is deposited to or paid from, the Golf Operations Special Fund.

STRATEGIC PLAN INITIATIVES AND GOALS

Approval of this Board Report advances RAP's Strategic Plan by supporting:

Goal No. 6: Build Financial Strength and Innovative Partnerships

Outcome No. 1: RAP's operating budget meets the needs of the park system for all Angelenos

Result: Revising the Golf Tournament and League Policy will allow the RAP Golf system to continue to be financially viable and provide a key recreational activity to Los Angeles residents.

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This Report was prepared by Rick Reinschmidt, Acting Golf Manager

LIST OF ATTACHMENTS/EXHIBITS

- 1) Attachment A – Proposed Golf Tournament and League Policy



PARK PROUD LA

GOLF TOURNAMENT AND LEAGUE POLICY

TOURNAMENT RESERVATION PRIORITIES

1. L.A. City Golf Championships – Submitted fourteen (14) months in advance.
2. Affiliate Groups – Submitted thirteen (13) months in advance.
3. Exempt Groups, Special Exemptions, Junior Groups – Submitted thirteen (13) months in advance.
4. General Public Groups – Submitted twelve (12) months in advance.
5. High Schools and Colleges – Submitted beginning the first working day in November of the previous year.

GENERAL TOURNAMENT INFORMATION

1. Tournaments are allowed, except on the following Holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Friday after Thanksgiving
- Christmas Day
- No tournaments will be allowed between December 25 and January 2.

~~2. Tournaments are allowed at the weekend tournament rate on the following holidays:~~

- ~~• Martin Luther King's Birthday~~
- ~~• Washington's Birthday~~
- ~~• Cesar E. Chavez' Birthday~~
- ~~• Columbus Day~~
- ~~• Veterans Day~~

Note: When a holiday occurs on a Sunday, the following Monday will be observed as the holiday. If a holiday occurs on a Saturday, the preceding Friday will be observed as the holiday. Holiday rates will be in effect on these days.

~~3~~ **2.** Department affiliated and sponsored events are not to be counted as tournaments including affiliated club play days.

~~4~~ **3.** Spectators and caddies are allowed with the approval of the Golf Manager.

~~5~~ **4.** Arrangements for refreshments ~~and/or merchandise~~ must be made through **the** individual course **food and beverage** concessionaires (excludes corporate logo tee prizes handed out at the first tee); location of sponsor's signs, banners, etc., must be approved in advance by course manager.

~~6~~ **5.** Tournaments are limited to a minimum of 16 players.

~~7~~ **6.** Weekday Tournaments

- Allowed at all City golf courses.
- Pay the tournament rate stipulated in the Rates and Fees Manual.
- Senior rates, Lifeline Rates and Junior Rates do not apply.
- Payment **and modifications** must be made at least ~~seven (7)~~ **ten (10)** days prior to day of play through the Golf Reservations **Tournament** office. ~~Payment related to increase in number of players must be made before the scheduled start time at the golf course.~~

8-7. Weekend Tournaments

- Allowed at all City golf courses.
- ~~On any weekend, except between December 25 and January 2.~~
- Beginning at 9:00 a.m.
- Pay the tournament rate stipulated in the Rates and Fees Manual.
- Payment must be made at least ~~seven (7)~~ **ten (10)** days prior to day of play through the Golf Reservations ~~Tournament~~ office. ~~Payment related to increase in number of players must be made before the scheduled start time at the golf course.~~

The Department of Recreation and Parks ~~General Manager~~ **Golf Manager** will have the authority to schedule additional tournaments, with required fees, to maximize the use of the golf courses. The Department's ~~General Manager~~ **Golf Manager** will report periodically to the Board of Recreation and Park Commissioners any exceptions to tournament scheduling.

8. Summer Golf Leagues

- **May 1 through August 31**
- **Weekdays only beginning at 4:00 p.m.**
- **Super Twilight fees apply at 18 hole courses**
- **Twilight fees apply at 9 hole courses**
- **16 player minimum**
- **Modifications to the number of players must be at least 3 days in advance through our tournament office**
- **Single payment directly to the golf starter prior to the start of each day's league play**

EXEMPT GROUPS

1. Exempt Groups
 - Women's Public Links Golf Association of Southern California (WPLGA)
 - **Los Angeles County Women's Golf Association (LACWGA)**
 - Southern California Golf Association (SCGA)

2. General Information
 - Exempted tournament groups permitted are allowed a stipulated number of tournaments.
 - All exempted tournaments pay the stipulated ~~resident~~ rate for that course and for the appropriate day of the week.
 - Minimum of 16 players; maximum of 160 players, except SCGA reciprocal practice rounds.

3. Women's Public Links Golf Association of Southern California (WPLGA)
 - Seven (7) weekday tournaments per calendar year.
 - One Thursday tournament at each of the seven 18-hole City courses.
 - Five matches
 - Mondays only, at one specified course, each calendar year.
 - Limited to 48 players per match.
 - Team playoff championship
 - One per calendar year.
 - Non-holiday Mondays only.
 - Maximum of 64 players.
 - Fees
 - Regular weekday ~~resident~~ rates.
 - Pay individual green fees at the course on the day of play a minimum of 15 minutes prior to individual tee times.
 - WPLGA is allowed **four (4) individual no-shows** ~~one (1) foursome of unused times~~ during their reserved play; ~~however, all players must be in foursomes within the group and the foursome must be at the end of the tournament.~~ WPLGA is responsible for payment of all additional tee times left unused during their reserved play.

4. Los Angeles County Women's Golf Association (LACWGA)
 - Four (4) weekday tournaments per calendar year on four (4) separate courses.
 - Regular weekday resident rates.
 - Pay individual green fees at the course on the day of play a minimum of 15 minutes prior to individual tee times.
 - The LACWGA is allowed **four (4) individual no-shows** ~~one (1) foursome of unused times~~ during their reserved play; ~~however, all players must be in foursomes within the group and the foursome must be at the end of the tournament.~~ LACWGA is responsible for payment of all additional tee times left unused during their reserved play.

5. Southern California Golf Association (SCGA)
- Weekend Tournaments
 - Six (6) tournaments per calendar year.
 - Limited to 128 players per event.
 - Pays the regular weekend ~~resident~~ rate.
 - Fees will be paid with one check, credit card, cash, or gift card on the day of play, a minimum of 15 minutes prior to the first tee time.
 - Weekday Shotgun Tournaments
 - Two (2) per calendar year.
 - Shotgun rate applies. ~~including the stipulated minimum payment to the food and beverage, and pro shop concessionaires.~~
 - Electric carts are required.
 - Minimum of 128 players.
 - Payment for the shotgun will be made ~~seven (7)~~ **ten (10)** days in advance of the scheduled tournament for the required 128 player minimum, additional players may be added and paid for on the day of play 15 minutes in advance of tee time.
 - Team Play
 - Participation in the SCGA ~~Thursday and/or Saturday~~ Team Play Competition with any club that maintains membership in the SCGA
 - Total number of participants in any one event will not exceed 160 players.
 - Maximum of six (6) 36-player competitions are allowed in a calendar year.
 - The 20-player reciprocal, practice round field will be scheduled as a separate event.
 - Maximum of six (6) 20-player reciprocal, practice round fields per calendar year.
 - Regular ~~resident~~ rates.
 - Adjustment in the number of players must be made with the ~~Reservation~~ **Tournament** Office a minimum of ~~seven (7)~~ **ten (10)** days prior to day of play.
 - Payment will be by one check, credit card, cash, or gift card a minimum of 15 minutes before the first tee time.

SPECIAL EXEMPTIONS

1. U.S. Army Corps of Engineers
 - Eight (8) tournaments per calendar year.
 - Limited to 60 players per tournament.
 - ***Weekday or weekend stipulated rates apply.***
 - ~~For weekend tournaments participants will be charged the full regular weekend/holiday resident rate.~~
 - ~~For weekday tournaments participants will be charged the full regular weekday resident rate.~~
 - Full payment must be made by check, credit card, cash, or gift card, to the Golf ~~Reservation~~ ***Tournament*** office at least ~~seven (7)~~ ***ten (10)*** days prior to the day of play.

2. All City Employees Benefits Services Association (ACEBSA)
 - Four (4) tournaments per calendar year on holidays, if desired.
 - Limited to 160 players per tournament.
 - Participants will be charged the ~~full~~ regular weekend/holiday ~~resident~~ rate.
 - Full payment must be made by check, credit card, cash, or gift card, to the Golf ~~Reservation~~ ***Tournament*** office at least ~~seven (7)~~ ***ten (10)*** days prior to the day of play.

3. Sepulveda Men's Club
 - Balboa Golf Course on the Friday after Thanksgiving.
 - Limited to 120 players.
 - Participants will be charged weekend/holiday ~~resident~~ rate.
 - Full payment must be made by check, credit card, cash, or gift card, a minimum of 15 minutes prior to their first tee time on the day of play.

AFFILIATE GROUPS

1. Department Affiliate Groups
 - Department Golf Clubs
 - Department Women's Clubs
 - Department Senior Clubs

2. General Information
 - Affiliated tournament groups allowed a stipulated number of tournaments.
 - A tournament booking confirmation is required for all Golf Club and Senior Club events.
 - A tournament booking confirmation is required for all Women's Club events not held on regular Tuesday play days.
 - Maximum group size for non-shotgun tournaments is 160 players.
 - A club may increase maximum group size for one weekday home tournament per calendar year.
 - A club may increase the maximum group size at away courses to 200, one time per calendar year.
 - If the club's home course is not available **due to closure**, the club may choose to play another City course as a temporary home course **with the approval of the Golf Manager**.
 - All affiliated tournaments and play days are allowed **four (4) individual no-shows** ~~one (1) foursome of unused times during their reserved play; however, all players must be in foursomes within the group and the foursome must be at the end of the tournament.~~ Affiliated tournaments are responsible for payment of all additional tee times left unused during their reserved play.
 - Spectators **and caddies** are allowed with the approval of the Golf Manager. ~~Registered and/or certified caddies are allowed.~~
 - **Golf Clubs and Senior Clubs must cancel or modify their events at least five (5) days in advance with the tournament office.**
 - **Golf Clubs and Senior Clubs must provide a pairing sheet with senior Player Card members and numbers identified.**
 - **Women's Clubs must cancel or modify their play days by the Friday before each play day with their golf course operations supervisor via email.**

3. Fees
 - All affiliated groups pay the established weekday ~~resident~~ fee less \$2.00 for weekday tournaments at all 18-hole courses and the established weekday ~~resident~~ fee less \$1.00 for weekday tournaments at all 9-hole courses. All affiliated golf clubs pay the established weekend ~~resident~~ fee for weekend tournaments at all courses.
 - Senior, Junior and Lifeline rates apply for weekday non-holiday club tournaments and play days.
 - Women's Clubs may pay individually a minimum of 15 minutes prior to individual tee times. ~~and are responsible for the full Affiliate Group rate before the end of the business day for any tee times unused during their reserved play.~~
 - Golf clubs and Senior Clubs will pay by check, credit card, cash, or gift card on the day of play a minimum of 15 minutes prior to the first tee time.

4. Golf Clubs

- Weekend Tournaments
 - Maximum of twelve (12) per calendar year on its home course at the weekend ~~resident~~ rate.
 - May be on consecutive days on one weekend, but not on consecutive weekends.
 - Weekend tournaments to begin no earlier than 8:00 a.m. ~~Standard Time and 9:00 a.m. Daylight Savings Time.~~
 - Maximum of 128 players.
 - Clubs at 9-hole courses may conduct one of their weekend tournaments as an 18-hole event.
 - Clubs may substitute one of its weekend events for an away event up to three (3) times per calendar year; Rancho Park and Wilson excluded.

- Weekday Tournaments
 - One (1) per month on home course.
 - Eight (8) away weekday tournaments on other City courses, playing each course only once in a calendar year.
 - May substitute one of its weekday monthly tournaments as a shotgun start at its home course only.
 - Shotgun Starts – tee time will be no later than 7:30 a.m.
 - Must pay the Shotgun rate, with the Affiliate Group discount for the required minimum of 128 players., ~~including the minimum fees to the pro shop and food concessions.~~
 - Additional players may be added on the day of play to a maximum of 160 players; payment for additional players must be made before the scheduled start time.
 - No refunds for having fewer than the required 128 players.
 - Electric carts ~~and the minimum payment (stipulated in the Schedule of Rates and Fees) to the food and pro shop concessionaires~~ are required.
 - Modified Shotgun – a modified shotgun will be allowed if the number of players is fewer than required for a full shotgun. The starting time of the modified shotgun will be determined by the Golf Manager based on time of year and number of players. Modified shotguns must pay the regular weekday, ~~resident~~ rate with no Affiliate Group discount.

5. Women's Clubs

- Every non-holiday Tuesday on its home course as a “play day.”
 - Not required to obtain a tournament booking confirmation for play days.
 - Booking confirmation required if weekday play is requested at another City course of or on another weekday at its home course.
 - Women's clubs are allowed to substitute six (6) weekday tournaments to conduct six (6) weekend tournaments on their home course. The fee for weekend tournaments is the weekend ~~resident~~ rate.
 - Each Women's Club is allowed no more than six (6) additional reservations per calendar year.

6. Senior Clubs

- Co-ed and age 50 to qualify.
- Weekday tournaments only.
 - Two (2) per month at home course.
 - Substitute one (1) per month at different course; to play once per City facility.
 - Monday or Wednesday.
 - May have both monthly events in the same week twice per calendar year.
 - Booking confirmation required.
 - Senior and Lifeline Discounts will apply.

7. LA City Golf Championships

- All City Championship tournaments will pay the same rate as the affiliate Golf Clubs.
- The Golf Division is responsible for payment of the green fees for the LA City Junior Championship tournament at the regular weekend junior rate.
- No maximum group size for annual LA City Golf Championships.
- Spectators and ~~registered and/or certified~~ caddies are allowed during annual LA City Golf Championships.

JUNIOR GOLF

1. Junior Golfer Definition

- Eighteen (18) years or younger (junior rates apply until September 1 of year of high school graduation or 19th birthday, whichever comes first).
- ~~Under the age of 13 must be certified to play.~~

2. General Information/Fees

- Non-Department Junior tournaments pay the junior tournament rate.
- Non-holidays ~~weekdays~~ only.
- A junior group is allowed one (1) tournament per course per calendar year.
- Junior tournaments will not be allowed at Rancho Park and Wilson Golf Courses.
- Once each of the City's seven (7) regulation 18-hole courses have been scheduled for at least one (1) junior tournament in any calendar year, no additional junior tournaments may be scheduled by a group which has already secured two (2) tournament dates.
- Maximum group size is 120 players.
- Tee off no earlier than 10:00 a.m.
- Tournaments are to be conducted in a competent, professional manner, with adequate supervision to ensure smooth operation of the tournament. Facility staff will evaluate junior golf tournaments to ensure compliance. A poor evaluation of the tournament may result in loss of future reservation privileges.
- Caddies are not allowed during junior tournaments. Spectators must be approved by the Golf Manager before going onto the course.
- No refreshments, coolers, or merchandise may be brought onto the golf course. Arrangements for refreshments and/or merchandise must be made through ~~individual~~ **the course food and beverage concessionaires and/or the golf shop** (excludes corporate logo tee prizes handed out at the first tee).
- The Department Junior Golf Program is exempt from tournament policy and fees.

3. Qualified Junior Groups

- ~~Pre approval criteria~~
 - ~~Non profit organization (501c3 or IRS exemption).~~
 - ~~Open to all children.~~
 - ~~Carry liability insurance naming the City of Los Angeles as additionally insured.~~
 - ~~Players must be 18 years or younger. Players under 13 must be certified to play.~~
- Pre-approval procedure
 - Statement submitted to the Golf ~~Reservation~~ **Tournament** office outlining the organization's mission, structure, program and experience in conducting junior golf tournaments and requesting pre-approval to hold junior tournaments.

HIGH SCHOOLS, COLLEGES, AND CLASSES

1. High School, Colleges, and Junior Classes

- Requests for play reservations by high schools, colleges, and junior classes must be submitted to the Golf Reservation **Tournament** office ~~no earlier than the first working day of November of the previous year.~~
- A high school, college, and junior class is allowed one (1) reservation per week per course, except during playoffs.
- Each course is limited to two (2) high school, college, or junior class reservations per day.
- High school, college, and junior class play days do not count as tournaments.
- No caddies or spectators are allowed, unless approved by the Golf Division.
- No high school, college, or junior classes shall be booked during the first hour of twilight play.

2. Junior Instructional Group (Class)

- ~~Must be pre-qualified.~~
 - ~~Pre-approval criteria~~
 - ~~Non-profit organization (501c3 or IRS exemption).~~
 - ~~Open to all children.~~
 - ~~Carry liability insurance naming the City of Los Angeles as additionally insured.~~
 - ~~Players must be 18 years or younger. Players under 13 must be certified to play.~~
 - ~~Pre-approval procedure~~
 - ~~High schools and colleges are not required to submit this statement.~~
 - ~~Statement submitted to the Golf Reservation office outlining the organization's mission, structure, program, and experience in conducting junior golf tournaments and requesting pre-approval to hold junior tournaments.~~
 - ~~One (1) representative designated by the pre-approved organization will be allowed to make tournament reservations. Any change in the name of the designee will be submitted by the organization to the Golf reservation office.~~

32. High School and Junior Class Play Days

- Limited to weekdays, after 11:00 a.m., except during league playoffs.
- Junior participants will be charged the 18-hole weekend junior rate. All others will be charged the regular weekday ~~resident~~ rate. League finals will pay the junior tournament rate.
- The number per reservation will be limited to ~~36~~ 20. ~~Any player under the age of 13 must be certified by the course manager or representative to play.~~
- Reservations after twilight will be charged the 9-hole weekend junior rate.
- If a non-playing coach accompanies a high school group, the non-playing coach must complete a caddie/chaperone registration.
- Payment may be made with a school check, credit card, cash, gift card, or a combination of school check, credit card, cash, or gift card; however, no change will be given for a school check written more than the amount of the green fees, and players will not be allowed to pay individually.
- Adult coach or adult representative must pick up the reservation at least 15 minutes in advance of the first scheduled tee off time.
- To cancel or change the number of players, the coach or school representative must notify the ~~course~~ **Tournament Office** by ~~10:00~~ **8:00** a.m. on the day of play, including days of ~~possible~~

inclement weather. If a school class does not notify the ~~course~~ **Tournament Office** by ~~10:00~~ **8:00** a.m., the coach will be notified, and future reservations may be canceled.

- Adequate adult supervision must be provided for high school and junior classes and will include monitoring the pace of play.
- If adequate, responsible supervision, adult coach or school representative is not present, the reservation will be canceled.

43. College Play Days

- Limited to weekdays, after 11:00 a.m., except during playoffs when start times may vary to accommodate the number of participants.
- The number of college players per reservation will be limited to 48.
- Players will be charged the ~~College~~ **regular posted** rate.
- Payment may be made with a check, credit card, cash, or gift card, or a combination of check, credit card, cash, or gift card; however, no change will be given for a check written more than the amount of the green fees, and players will not be allowed to pay individually.
- Colleges must have a designated school representative at each play day.
- To cancel or change the number of players, the coach or school representative must notify the ~~course~~ **Tournament Office** by ~~10:00~~ **8:00** a.m. on the day of play, including days of possible inclement weather. If a school class does not notify the ~~course~~ **Tournament Office** by ~~10:00~~ **8:00** a.m., the coach will be notified and future reservations may be canceled.

SHOTGUN TOURNAMENTS

1. Shotgun Tournaments

- Allowed at all City golf courses.
- Electric carts are required for all shotgun tournaments **where carts are available**.
- Shotgun tournaments that commence by 8:00 a.m. will be charged regular shotgun rate.
- Shotgun tournaments that commence after 8:00 a.m. will be charged the premium shotgun rate.
- Shotgun tournaments are required to pay for a minimum of 128 participants at the shotgun tournament rate.
- ~~Shotgun tournaments are required to pay a fee per person minimum to the food and pro shop concessions, as stipulated in the Rates and Fees Manual.~~
- Modified shotgun – a modified shotgun will be allowed if the number of players is fewer than required for a full shotgun. The starting time of the modified shotgun will be determined by the Golf Manager, based on time of year and number of players.
- The fee for a modified shotgun will be the regular shotgun rate. ~~and will include a fee per person minimum to the food and pro shop concessions, as stipulated in the Rates and Fees Manual.~~
- Shotgun tournaments are required to pay for the minimum number of players ~~sixteen (16)~~ **ten (10)** days in advance; additional players may be added and paid for on the day of play fifteen (15) minutes in advance of tee time.
- Spectators and caddies are not allowed.
- No refreshments, coolers, or merchandise may be brought onto the golf course. ~~Arrangements for refreshments and/or merchandise must be made through individual course concessionaires (excludes corporate logo tee prizes handed out at the first tee).~~

Exemption from this Tournament Policy may be granted by the General Manager of the Department of Recreation and Parks or by their designee, the Golf Manager.