

City of Brisbane
Agenda Report

To: City Council via City Manager
From: Administrative Assistant and Deputy City Manager
Subject: Approval of Park Use Permit
Date: September 17, 2012

Purpose:

Provide the Latino Commission a venue for a walkathon fundraising event.

Recommendation:

Approve the application for the use of the Community Park. (Attachment 1)

Background:

The Latino Commission came forward with a Community Park application requesting use of picnic area #1, the gazebo and grassy area West on Saturday November 3, 2012 from 9:00am-2:00pm, for their second annual fundraising event. The Community Park policy states that group applications for 100 or more persons must be approved by the City Council.

Discussion:

The Latino Commission, a Brisbane non-profit group, would like to host a public event which includes a walkathon along the Crocker Park Trail (Attachment 2), kids' activities in the park and raffle ticket & food sales in the gazebo (Attachment 3). The nature of the event and specific park usage would be the same as their 2011 event.

Their objective is to create a fundraising event promoting health, fun and community partnerships.

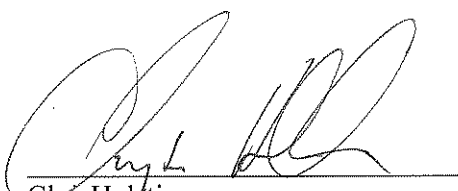
Fiscal Impact:

None.

Measure of Success:

A successful event that promotes agency awareness and enhances partnerships within the community.


Nancy Carpenter
Administrative Assistant


Clay Holstine
City Manager

COMMUNITY PARK DAY USE PERMIT APPLICATION

Recycling Encouraged — Use Designated Containers in the Park

BRISBANE PARKS & RECREATION DEPARTMENT
50 PARK PLACE, BRISBANE, CA 94005
FOR RESERVATIONS 415 / 508-2140
NON-EMERGENCY CITY ASSISTANCE 415 / 467-1212

1. **RESERVATION REQUEST**
Contact Person/Organization: THE LATINO COMMISSION Today's Date: 9/10/2012
DOREN MARTIN
Primary Phone: _____ Secondary Phone: _____
(please circle: cell / home / work) (please circle: cell / home / work)
Address: 105 MCLAIN ROAD City: BRISBANE State: CA Zip: 94005
E-Mail: _____ CDL#: _____

2. **EVENT** (circle all that applies)
Picnic Area(s) 1 2 3 4 Tables: A B C D Grassy Area(s): East West Gazebo
Date: NOVEMBER 3, 2012 Day of Week: SATURDAY
Starting Time: (include time for set-up) 9:00 AM Ending Time: (include time for clean up) 2 PM.
Number attending under 18 years old: 20 18 - 20 years: 10 21+ years: 50

3. **Describe your event** Include nature of event and specific description of use of park. (Same as 2011 event)
WALK EVENT, WITH PICNIC, DJ MUSIC, USING
CRUCER TRAIL
Please check boxes that apply to your event:
 Jump House* Alcohol Amplified Music Volleyball/Badminton Net Piñatas Barbeque
IN GAZEBO HOT DOGS
*generator needed for jump house, power not provided PROVIDE POWER

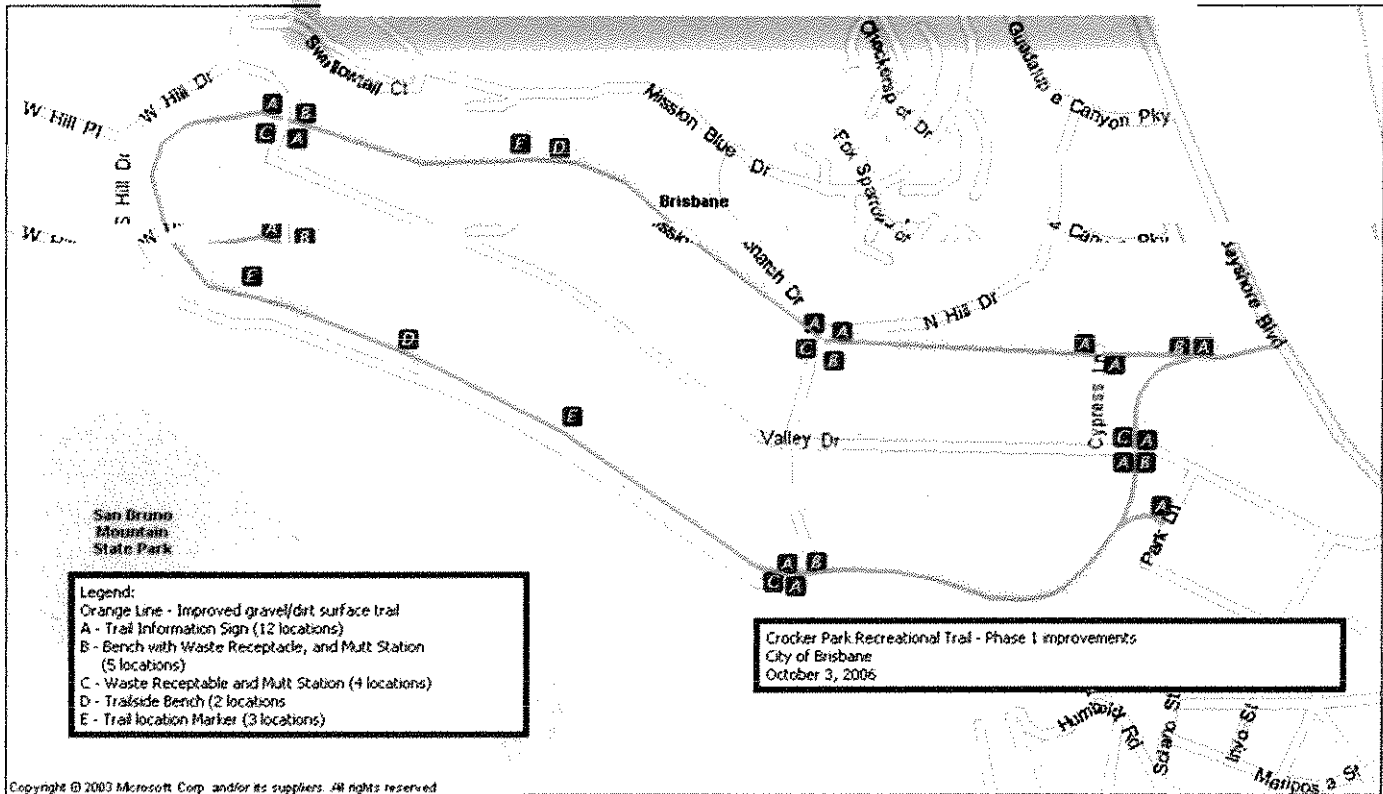
4. **NOTICE:** This is a legal document which limits our liability, please read carefully! By Signing this document you state that (1) you assume all risk of injuries from participation in this activity, (2) you release the City of Brisbane, its officers, employees, agents, and servants from all liability arising out of your participation in this activity. I. **ASSUMPTION OF RISK:** I voluntarily participate in the activity described in the Brisbane Community Park Use Permit, fully aware of the dangers and risks involved and knowing that the City of Brisbane does not guarantee the construction, condition, or safety of the facilities or the equipment, not the supervision of the activity by its officers, employees, agents, and servants. I expressly assume the risk of all loss, damage or injury from my participation in or presence at the said activity. II. **RELEASE OF LIABILITY:** In consideration for the opportunity to participate in this activity and the services provided by the City of Brisbane, I (on behalf of myself, my heirs, assigns, and legal representatives) release the City of Brisbane, its officers, employees, agents, and servants from any liability arising out of my participation in or presence at the described activity in the Brisbane Community Park Day Use Permit. I expressly absolve the City of Brisbane, its officers, employees, agents, and servants of liability for their negligence.
Applicant's Signature: [Signature]

OFFICE USE ONLY

Application Received: Date: 9-12-12 By: [Signature] Fees: Tables: \$ N/A Grass Area: \$ _____
Application Approved: Date: _____ By: _____ Gazebo: \$ _____ Gazebo Dep: \$ _____
Jump House Approved: Date: _____ By: _____ Total Fees: \$ _____
Date: _____ By: _____ Cr Card / Cash / Ck# _____
Issued: Police: _____ Attendant: _____

WALKATHON FUNDRAISER

(prize levels for fundraising achievement)



Begin at 10 am...Ending at Noon

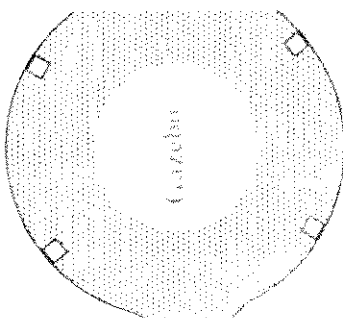
Balloons as directional at the Start/Finish Line and at intersections

Motivational messages along the course (temporary signage)

Volunteers stationed along the trail

Water stop at halfway point

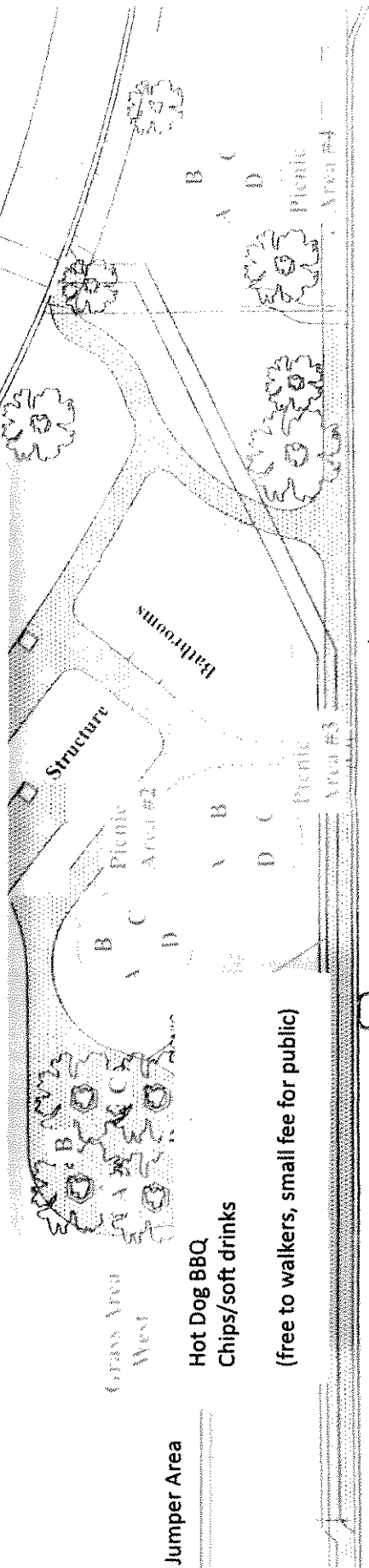
The Latino Commission - CASA MARIA
 Saturday, October 15th



Items at the Gazebo

- 8 am Set-up
- 9 am Walkathon Registration begins
 Coffee, juice, water, pastries, fruit
 [soft background music throughout the day]
- Agency Information Tables and displays
- 10 am Walkathon begins
 Welcome and introductions, raffle tix, donations
- Arts & Crafts Table (items for sale)
- Children's Face Painting/Games Table (free)
- Snowcone and Cotton Candy table (small fee)
- Noon Walkathon ends
- 20th Anniversary Celebration

Speaker Presentations, announcements, raffle drawing
 Guided tours to the new TLC office at Brisbane Village Shopping Center



SAN FRANCISCO AVENUE