

BOARD REPORTNO. 25-215DATE December 18, 2025C.D. #**BOARD OF RECREATION AND PARK COMMISSIONERS**

SUBJECT: PROPOSED CHANGES TO THE VARIOUS SECTIONS OF THE
DEPARTMENT OF RECREATION AND PARKS SCHEDULE OF RATES
AND FEES

B. Aguirre	_____	M. Rudnick	_____
B. Jones	<u>C.S.</u>	C. Santo Domingo	_____
C. Stoneham		N. Williams	



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS

That the Board:

1. Approve the changes to various sections of the Department of Recreation and Parks (RAP) Schedule of Rates and Fees as outlined in the body of this Report and the attached schedules, effective April 1, 2026, upon approval of the Board of Recreation and Parks Commissioners (Board) of this Report; and
2. Authorize staff to amend the Schedule of Rates and Fees to incorporate these changes.

SUMMARY

This report recommends revisions to several sections of the Department's current Schedule of Rates and Fees for services, permits, and facility rentals. The rates for permitting both indoor and outdoor amenities at various recreation centers and venues were last reviewed and approved in 2019. RAP has faced increasing financial challenges due to new and rising costs associated with permitting and maintaining its playfields and buildings. These include higher utility expenses, increased salaries for maintenance and recreation staff, retention pay, and escalating costs for materials and equipment.

As the cost of providing services to the public continues to grow, and with significant increasing inflation, RAP remains committed to offering high-quality and affordable

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recreational opportunities to the residents of the City of Los Angeles (CITY) and its visitors. However, to sustain this commitment and more accurately recover operational costs, an increase in rates and fees has become necessary. The current rates and fees were found to be below cost recovery levels when compared to those of neighboring municipalities. Several of these rates and fees were comparable to other municipalities and were not increased.

The Department anticipates generating approximately \$1.7 million in additional annual revenue, a projection based on the proposed increases in our field and building rates and fees.

A summary of the proposed changes is provided below. Pending Board approval, these changes will take effect on April 1, 2026.

The specific revisions are detailed in the Revised Schedule of Rates and Fees, attached hereto as Exhibit A (the “Revised Schedule”). Only the sections of the Rates and Fees Manual that are being revised are included in this Schedule. Proposed changes are clearly marked using bold text and/or purple font for easy identification.

A publishable version of the Schedule Exhibit B (the “Publishable Schedule”) has been prepared for Department use. This version omits any obsolete fees or outdated language, including red strikethroughs, to ensure clarity and readability.

A newly created public view version of the Schedule Exhibit C (the “Public Schedule”) has been prepared for public distribution. This version provides a concise summary of the fees for the most commonly used sections of the Schedule.

Staff conducted a survey of rates and fees for recreational facilities in 55 municipalities surrounding Los Angeles. The findings, attached hereto as Exhibit D (“Cost Analysis”), show that the proposed increase in fees for room rentals and outdoor playfields is still considerably lower than the average fees of the surrounding areas/cities. For example, the proposed Basic Hourly Rate for a room rental for up to 50-persons is \$30.00 (\$25.00 at a Subsidized Recreation Center). The average fee for a comparable amenity is \$52.00 (resident) or \$75.00 (non-resident). The cost comparison will show that RAP ranks in the middle percentiles for room rentals and outdoor playfields.

General Instructions and Policies Regarding Rates and Fees – Section 6.1 Part-Time Fees

This fee is charged when a facility is either normally closed or the nature of the permit activity requires a dedicated staff person in addition to the staff running the facility. The proposed increase to \$35.00 per hour for Part-Time Staff Fees

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recovers the direct cost of a Recreation Assistant's hourly wage (\$23.00 minimum as of June of 2025 and increasing to a minimum of \$25.00 by June of 2026) and the indirect costs of retention pay, vacation time, sick time, holidays, general fund deduction, and CITY paid benefits, as more fully described in Recreation Assistant Costs, a chart attached hereto as Exhibit E ("Part-Time Staff Fees").

When the above indirect costs are added to the direct cost hourly wage of \$24.00 at a retention site, the fully-burdened part-time staff rate is \$29.96 for half-timers working over 900 hours per year and \$30.94 for half-timers working under 900 hours per year. When future 2026 raises are included in these rates, the fully-burdened rate increases to \$32.46 and \$32.76, respectively.

General Instructions - Low Income Communities

A full list of the RAP's Subsidized Recreation Centers is included in Exhibit F ("Subsidized Centers").

Residential Camps

Increased fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of camping facilities.

Community Recreation Centers

A Senior 50+ Sports Subsidized Rate for outdoor sports areas has been established. This rate applies to groups in which at least 75% of participants are aged 50 and older.

Added a Youth Use section for sports and developed a 3-tier classification system to help clarify the differences between types of youth sports organizations:

Tier 1: General Use / Public School Teams / Non Recurring Youth Events /
Private Youth Teams / Private School Teams

Tier 2: Independent Youth Sport Leagues

Tier 3: Nationally Chartered Youth Sports Organizations / Associations

The proposed standardized rates and fees for youth sports will be established based on the following criteria:

Daylight	Use	vs.	Lighted	Use
Subsidized	vs.	Non-Subsidized	Recreation	Centers
Recreational	vs.	Income-Generating		Activities

Synthetic turf field rates vary based on the criteria above and the dimensions of the field (Mini, Small, Medium, Large). Increased fees will recover a greater portion

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of the costs of field replacement (expected lifespan is 10 years). The average cost to replace a medium sized synthetic field is approximately \$300,000. The field dimensions and size categories of the 58 RAP synthetic turf fields are listed in the chart, Synthetic Turf Field Dimensions, attached hereto as Exhibit G ("Synthetic Fields").

To prepare RAP Youth and Adult Sports Organizations for the proposed fee increases, a virtual meeting was held on October 29, 2025. Over 40 individuals from these organizations logged in, where the proposed Sports Group rates for Outdoor Field rates were introduced and explained. Attendees understood and accepted the reasons for the proposed increases and appreciated the advance notice, which allowed them to better prepare for future league permit requests.

Municipal Sports

Increased fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of sports facilities. The proposed fee increase for use of outdoor playfields is the same fee increase shown and justified in the Community Recreation Centers section above.

Picnics

Increased fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility and activities. A reduced Picnic rate for Subsidized Recreation Centers has been introduced, making outdoor gatherings more affordable and accessible. Moonbounce dimensions have been specified and rates are applied to each individual inflatable. Staff fees must be charged when a facility is normally closed (minimum of 3 hours), however, fees may be divided amongst multiple permit groups.

Special Events/Fundraisers

Increased fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility and activities. The parking lot rental base rate will increase to \$4.00 per space, per day. An Income Generating Rate of \$10.00 per space, per day has also been introduced for events where the organizer charges the public for parking. A Promotional Banner fee was added (\$25.00 per day, per banner).

Senior Citizen Centers

Consolidated multiple Senior Citizen sections and created a "Senior Citizen Center" schedule in order to standardize fees for all Senior Citizen Centers, with the exception of Ahmanson Senior Center at EXPO Center.

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A "Senior Member" rate has been established for Senior Citizen Center members for use of indoor areas at Senior Citizen Centers. Registered members of a Senior Citizen Center may pay fees in accordance with the rates outlined in the Community Recreation Centers section for the purpose of senior citizen events only.

Valley Region - Special Event Parks

Consolidated multiple sections for consistency purposes. Increased fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility and activities. This schedule applies to the following facilities: Hansen Dam Park Recreation Area, Lake Balboa, Woodley Park, and Jane and Bert Boeckmann Park.

Racing Events

Increased fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility and activities. Type of events defined. Removed the Reservation Fee (\$85.00). Added a Permit Application Fee (\$25.00).

EXPO Center

Increased fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facility and activities. Updated language for consistency purposes. Removed the Terracover installation. Removed the minimum hourly requirement for Classes/Team Practices for private use of the swim stadium. Removed equipment rentals and souvenir photos from the Exposition Park Rose Garden Schedule. The parking lot rental base rate for Major and Special Events will increase to \$40.00-\$150.00 (per stall) for passenger vehicles and \$80.00-\$125.00 (per stall) for Buses/Oversized/Trailers.

Woodley Cricket Fields

Increased fees, as more fully identified in the Schedule, to recover costs for staffing, maintenance, and overall management of the facilities.

Sections being consolidated into new or existing sections:

Anderson Memorial Senior Citizen Center

Remove from Schedule of Rates and Fees. Consolidated into a new Senior Citizen Center section.

Felicia Mahood Senior Citizen Center

Remove from Schedule of Rates and Fees. Consolidated into a new Senior Citizen

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Center section.

Hansen Dam Sports Center

*Remove from Schedule of Rates and Fees. Consolidated into a new Valley Region
- Special Event Parks section.*

Lake Balboa / Woodley Park

*Remove from Schedule of Rates and Fees. Consolidated into a new Valley Region
- Special Event Parks section.*

Synthetic Turf Soccer Fields

*Remove from Schedule of Rates and Fees. Consolidated into the Community
Recreation Center section.*

Watts Senior Citizen Center

*Remove from Schedule of Rates and Fees. Consolidated into a new Senior Citizen
Center section.*

Westchester Senior Citizen Center

*Remove from Schedule of Rates and Fees. Consolidated into a new Senior Citizen
Center section.*

Youth Sports Groups

*Remove from Schedule of Rates and Fees. Consolidated into the Community
Recreation Center section.*

FISCAL IMPACT

The Department anticipates that revenue generated through the proposed changes to RAP's Schedule of Rates and Fees will be necessary to offset increased utility costs, labor costs, retention pay, and rising costs of materials and machinery. This revenue will be deposited into the Department of Recreation and Parks General Fund and special accounts, and will be used to fund staffing and maintenance needs.

STRATEGIC PLAN INITIATIVES AND GOALS

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

Goal No. 6: Building financial strength and innovative partnerships

Outcome No. 1: The Department's operating budget meets the needs of the park

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system for all Angelenos

Key Metric: Annual spending on recreation and parks per resident, adjusted to reflect price of living

Result: Equity in fees for permit applicants, as well as, cost recovery to RAP.

This Report was prepared by Juan Aynat, Principal Recreation Supervisor II, Valley Region.

LIST OF ATTACHMENTS/EXHIBITS

Exhibit A: Revised Schedule - Schedule of Rates and Fees

Exhibit B: Publishable Schedule - Schedule of Rates and Fees

Exhibit C: Public Schedule - Public Version of the Schedule of Rates and Fees

Exhibit D: Cost Analysis - Survey of surrounding areas/cities (rank percentile)

Exhibit E: Part-Time Staff Fee

Exhibit F: Subsidized Centers - List of Subsidized Recreation Centers

Exhibit G: Synthetic Fields - List of Synthetic Fields

COMMUNITY RECREATION CENTER

Revised ~~June 2019~~ April 2026

Application Fee: All permits issued ~~for outdoor sports facilities~~ will be assessed a **\$25.00** permit application fee deposited into the Facility MRP Fund ~~Refurbishment~~ Account or Regional Municipal Sports MRP Fund Account, whichever is the permitting agency. ~~Payment must be made in full upon approval of the permit request.~~

Staff Fees: Hourly Staff Fee may be assessed in addition to Rental Rates (See STAFF FEES below). All staff fees will be deposited into the permitting agency's MRP Fund Account.

~~Reservations require an advance deposit of 50% of total fees.~~

Permits on City Holidays: Part time staff is required to be present for the full duration of any permitted activity held on a City holiday. An hourly staff fee, billed at the applicable overtime rate: (Half time - \$52.50 Intermittent - \$35.00), will be applied to the permit. If part time staff is unavailable, contact your District Supervisor prior to approving the permit to discuss alternative arrangements.

Basic Hourly Rate: The applicable rate applies to any class, workshop, meeting, activity, or similar use where no money or fees are collected for profit. This rate applies to permittees who collect admission fees or donations solely to offset facility rental costs. In such cases, the total amount collected may not exceed the facility rental cost.

The applicable rate applies to gym and field use for athletic activities, including **youth practices** and for **adult practices and games**. This rate does not apply to tournaments or games consisting of tournament teams.

Income Generating Activity: The applicable rate shall apply if goods are sold; and/or any fee not approved by the Department including but not limited to, admission or registration fee is charged for an activity or event; and/or donations are collected, either on-site or off-site, by any entity (including for-profit, non-profit, or individual organizers). For sports areas: The rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for sports camps, clinics, classes, and private lessons/instruction.

If Department staff identifies a permittee engaging in income-generating activity under their permit, that permit will be immediately reclassified as income-generating, and all future permit applications will be at the income-generating rate.

Subletting / Subleasing Prohibited:

Applicants shall not transfer, assign, or sublet use of the facility, or fields, or apply for use on behalf of another person or organization. All facility use and field allocation modifications created after the permit is issued must be approved by City staff and a revised Facility Use Permit will be issued. Any infractions of this policy will result in the loss of use of all City parks, fields, or facilities immediately, and may include restitution of lost revenue.

Refundable Maintenance / Security Deposit

100% To be deposited into the MRP fund Account.

Refundable Maintenance Security Deposit (minimum)

\$100.00

~~Permit for Two Hours or Less (minimum)*~~

~~\$50.00~~

Deposited into the Regional Municipal Sports Account or ~~Center~~ Facility MRP ~~Refurbishment~~ Account, whichever is the permitting agency. This fee should only be refunded if **there are no damages** and the permittee performed basic clean-up and litter pick-up. ~~If not, the amount shall be transferred left into the Center MRP Fund Account.~~ The permittee may be charged a larger deposit depending on the size of the activity/event.

At the discretion of the Region Superintendent, some events and/or activities may require additional maintenance, security, traffic control, and/or event monitoring, due to size, location, scope of activities, and/or other factors. Part-time staff fees are established in the General Information section. Full-time staff fees (where applicable and approved by Management) will be charged at the current overtime rate for the classification required.

FACILITY USE FEES – INDOOR AREAS (classrooms, meeting rooms)

From the fees below:

~~90%~~ **80%** to be deposited into the ~~Department of Recreation and Parks~~ General Fund Account.

~~10%~~ **20%** to be deposited into the ~~recreation-center~~ Facility MRP Fund Account.

Room Rental: (use either room or group size to determine fee)

	<u>Basic</u> <u>Hourly Rate*</u>		<u>Income Generating Activity</u> <u>Hourly Rate**</u>	
<u>Recreation Center</u>				
1-50 persons	\$25.00	\$30.00	\$80.00	\$95.00
51-100 persons	\$40.00	\$50.00	\$120.00	\$145.00
101 or more persons	\$70.00	\$85.00	\$200.00	\$240.00
<u>Subsidized Center</u>				
1-50 persons	\$20.00	\$25.00	\$50.00	\$60.00
51-100 persons	\$30.00	\$35.00	\$75.00	\$90.00
101 or more persons	\$40.00	\$50.00	\$120.00	\$145.00

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

FACILITY USE FEES - GYMNASIUM

From the fees below:

~~90%~~ **80%** to be deposited into the ~~Department of Recreation and Parks~~ General Fund Account.

~~10%~~ **20%** to be deposited into the ~~recreation-center~~ Facility MRP Fund Account.

	<u>Basic</u> <u>Hourly Rate*</u>	<u>Income Generating Activity</u> <u>Hourly Rate**</u>
Recreation Center	\$60.00 \$70.00	\$140.00
Subsidized Center	\$50.00 \$60.00	\$120.00
Use of Scoreboard	\$30.00 flat fee <i>Plus staff fees (if necessary)</i>	---
Use of Volleyball System (includes set-up and take-down)	\$30.00 flat fee, per day <i>Plus staff fees (if necessary)</i>	---

ADDITIONAL PARK FEES

100% deposited into the Facility MRP Fund account.

Gatherings with Refreshments ~~\$25.00~~ **\$30.00**

Kitchen Rental: ~~\$75.00~~ **\$90.00**

	<u>Recreation Center</u>	<u>Recreation Center (Subsidized)</u>
Table Rental:		
Less than 1-10	\$100.00 \$120.00	\$75.00 \$90.00
11 or more	\$125.00 \$150.00	\$100.00 \$120.00

Chair Rental:

Less than 100 1- 50	\$75.00	\$50.00 \$50.00
51-100	\$100.00	\$75.00

101 or more	\$125.00 \$150.00	\$100.00 \$125.00
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Table Rental:

Less than 10
10 or more

Chair Rental:

Less than 100
100 or more

Recreation Center

Subsidized Center

~~\$100.00~~
~~\$125.00~~

~~\$75.00~~
~~\$100.00~~

~~\$75.00~~
~~\$125.00~~

~~\$50.00~~
~~\$100.00~~

Utility Hook-Up

100% to the General Fund Account

Applies to the use of an electrical outlet/**water use***

\$75.00 per day (plus staff fees as necessary)

*Water use may require additional approval and additional fees. Please work with your Chain of Command if you receive a request for water use.

ADDITIONAL FEES

BOOT CAMPS

50% deposited into the Facility MRP Fund Account

50% into the General Fund account.

\$80.00 per hour

CASTING SESSION

50% deposited into the Facility MRP Fund Account

50% into the General Fund account.

\$100.00 per hour

INDOOR SPECIAL EVENT REQUESTS

refer to the **FACILITY USE FEES** above.

FACILITY USE FEES – OUTDOOR AREAS

From the fees below:

\$7.00 ~~\$10.00~~ per hour deposited into the Regional Municipal Sports MRP Fund Account for sports facility refurbishment. (Valley: MRPXXX65 Metro/Pacific/West: MRPXXX50)

\$5.00 per hour is deposited into the Facility MRP Fund Account.

The remaining fees are deposited into the ~~Department of Recreation and Parks~~ General Fund Account.

The income generating rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for Sports Camps, Clinics, Classes, and Private Lessons/Instruction.

Lighting - "When lights are used" Rate:

➤ 1st Sunday in November - 2nd Saturday in March	5:00 pm (<i>daylight savings</i>)
➤ 2nd Sunday in March - August	7:30 pm
➤ September	7:00 pm
➤ October - 1st Saturday in November	6:30 pm (<i>daylight savings</i>)

ADULT USE

Exclusive Use of Outdoor Sports Facility (basketball court, multi-purpose field, and dedicated athletic fields (i.e. dreamfield). (*Excludes synthetic fields*)

Ball Diamond / Hardcourt Sports – Softball, Baseball, Kickball, Basketball, etc.

Natural Turf Field Sports – Soccer, Football, Rugby, Lacrosse, etc.

Diamond / Hardcourt
Basic Hourly Rate

Natural Turf Field
Basic Hourly Rate

Income Generating Activity
Hourly Rate

Recreation Center

Daylight Play:	\$35.00 \$50.00	\$55.00	\$70.00 \$100.00
When Lights Are Used:	\$45.00 \$60.00	\$65.00	\$90.00 \$120.00

Recreation Center (Subsidized)

Daylight Play:	\$40.00	\$45.00	\$80.00
When Lights Are Used:	\$50.00	\$55.00	\$100.00

<u>Senior 50+ Subsidized Rate</u>	\$30.00	\$40.00	\$60.00
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(Groups with a minimum of 75% of its participants aged 50 and over).

YOUTH USE

For guidance in determining the appropriate tier classification for youth groups, contact your Regional Municipal Sports Office.

Income Generating Rate: For sports areas, the rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for sports camps, clinics, classes, and private lessons/instruction.

Youth Income Generating Rate

Daylight Use:	\$60.00 per hour
Use of Lights:	\$70.00 per hour

TIER 1: A. GENERAL USE / PUBLIC SCHOOL TEAMS / NON-RECURRING YOUTH EVENTS

For example:

1. Birthday parties/gatherings.
2. Public school teams that utilize the facility for games and practices.

	<u>Basic Hourly Rate</u>	<u>Recreation Center (Subsidized)</u>
Daylight Use:	\$35.00 \$40.00	\$30.00 \$35.00
When Lights Are Used:	\$45.00 \$50.00	\$40.00 \$45.00

B. PRIVATE YOUTH TEAMS / PRIVATE SCHOOL TEAMS

For example:

1. Teams / Organizations that restrict participation (i.e. based on skill level).
2. Club / travel team organizations that utilize the facility for practices only. Games will be charged at the income generating rate.
3. Private school teams that utilize the facility for games and practices.

	<u>Basic Hourly Rate</u>
Daylight Use:	\$35.00 \$40.00
When Lights Are Used:	\$45.00 \$50.00

NOTE: The income generating rate will apply for tournaments and/or leagues composed of tournament teams, camps, clinics, classes and private lessons.

TIER 2: INDEPENDENT YOUTH SPORTS LEAGUES

are defined as organizations that:

1. consist of community-based or recreational teams rather than tournament or club teams;
2. do not restrict registration of participants other than by age divisions (i.e. skill level);
3. play one or more regular seasons (i.e. Fall, Winter, and Spring leagues)*.

NOTE: To qualify for this rate, permittees are **required to provide official league schedules.**

*Regular Season is defined as 3 or more like-aged teams per division; with a minimum of a 6-week game schedule.

<u>Recreation</u>	<u>Basic Hourly Rate</u>			<u>Recreation Center (Subsidized)</u>		
Daylight Use:	\$16.00	\$21.00	21	\$13.00	\$16.00	16
When Lights Are Used:	\$18.00	\$24.00	26	\$15.00	\$19.00	21

TIER 3: NATIONALLY CHARTERED YOUTH SPORTS ORGANIZATIONS/ASSOCIATIONS

are defined as ones that:

1. have a traditional regular season (August-December) and/or (January-June);
2. have no restrictions on registration (other than by age);
3. belong to a National Youth Sports Organization; and
4. are volunteer-based organizations where their directors/board members are not compensated.

Qualifying youth sports groups as of 2025 include: AYSO, Little League, Pony League, USA Lacrosse, USA Softball, Pop Warner, USA Rugby.

NOTE: Player evaluations and playoffs are included in this rate. This rate does NOT apply to pre or post season play, tournaments, or all-stars, clubs, and travel teams.

<u>Recreation</u>	<u>Basic Hourly Rate</u>			<u>Recreation Center (Subsidized)</u>		
Daylight Use:	\$16.00	\$19.00	18	\$13.00	\$16.00	15
When Lights Are Used:	\$18.00	\$22.00	23	\$15.00	\$19.00	20

NOTE: Non-profit youth sports leagues providing **maintenance and repair** of sports fields shall **NOT** be required to pay the **\$7.00** per hour, per field, sports facility refurbishment fee (i.e. Little/Pony League). This reduction helps to offset costs of labor, materials, supplies, electricity* and/or trash* (*where applicable). Organizations that pay for **water** usage shall further be **reduced** an additional **\$3.00** per hour, per field.

NOTE: League Play is defined as 3 or more like aged teams in one or more division(s) registered in the organization that has an 8-week game schedule with weekly games and practices conducted at this site.

ADDITIONAL FEES

BATTING CAGE RENTAL

100% deposited into the Facility MRP Fund Account.

Diamond rental is not included.

\$25.00 per hour
Team practices

\$50.00 per hour
Income Generating
(Private instruction)

BALL DIAMOND/ FIELD PREP

Includes bases and/or field lining.

\$25.00 per field, per day
(*plus staffing fees if applicable*)

SYNTHETIC TURF FIELD USE FEES

From the fees below:

5% deposited into the Citywide Special Fund Account for **activity monitor. MRPXX106**

20% deposited into the Regional Municipal Sports MRP Fund Account for sports facility refurbishment.

COMMUNITY RECREATION CENTER (5)

Valley: MRPXXX65 Metro/Pacific/West: MRPXXX50
 25% deposited into the Facility MRP Account.
 50% deposited into the General Fund Account.

The following fees shall govern all Synthetic (Artificial) Turf Fields with the exceptions of the **Soboroff Sports Field at EXPO Center and Jackie Robinson Stadium at Michelle and Barack Obama Sports Complex.**

Income Generating Rate:

	<u>YOUTH</u>	<u>ADULT</u>
Daylight Use:	\$90.00 per hour	\$110.00 per hour
Use of Lights:	\$110.00 per hour	\$130.00 per hour

Applicable to all fields, regardless of size.

ADULT SPORTS USE - SYNTHETIC FIELD

Additional Staff Fees may apply.

Field Size	(149 feet or less)	(150-229 feet)	(230-289 feet)	(290+ feet)
	<u>MINI</u>	<u>SMALL</u>	<u>MEDIUM</u>	<u>LARGE</u>
	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>
Daylight Use:	\$45.00	\$50.00	\$55.00	\$60.00
Use of Lights:	\$55.00	\$60.00	\$65.00	\$70.00

Additional Staff Fees may apply.

YOUTH SPORTS USE - SYNTHETIC FIELD

If guidance is needed on which tier a youth group falls under, contact your *Regional Municipal Sports Office*.

A "Youth Size Field" is either a full "Mini", full "Small", or a full "Medium", OR **half** of a "Large" field. Half of a "Large" field **can** be permitted separately.

Additional Staff Fees may apply.

TIER 1: A. GENERAL USE / PUBLIC SCHOOL TEAMS / NON-RECURRING YOUTH EVENTS

For example:

1. Birthday parties / gatherings.
2. Public school teams that utilize the facility for games and practices.

	<u>MINI</u> <u>Hourly Rate</u>	<u>SMALL</u> <u>Hourly Rate</u>	<u>MEDIUM / Large</u> <u>Hourly Rate</u>	<u>LARGE</u> <u>Hourly Rate</u>
<u>Recreation Center</u>				
Daylight Use:	\$40.00	\$45.00	\$50.00	\$55.00 full / \$27.50 half
When Lights Are Used:	\$50.00	\$55.00	\$60.00	\$65.00 full / \$32.50 half
<u>Subsidized Center</u>				
Daylight Use:	\$35.00	\$40.00	\$45.00	\$50.00 full / \$25.00 half
When Lights Are Used:	\$45.00	\$50.00	\$55.00	\$60.00 full / \$30.00 half

B. PRIVATE YOUTH TEAMS / PRIVATE SCHOOL TEAMS

For example:

1. Teams / Organizations that restrict participation (i.e. based on skill level).
2. Club / travel team organizations that utilize the facility for practices only.
3. Private school teams that utilize the facility for games and practices.

	<u>MINI</u> Hourly Rate	<u>SMALL</u> Hourly Rate	<u>MEDIUM / Large</u> Hourly Rate	<u>LARGE</u> Hourly Rate
<u>Recreation Center</u>				
Daylight Use:	\$40.00	\$45.00	\$50.00	\$55.00 full / \$27.50 half
When Lights Are Used:	\$50.00	\$55.00	\$60.00	\$65.00 full / \$32.50 half

TIER 2: INDEPENDENT YOUTH SPORTS LEAGUES

are defined as organizations that:

1. consist of community-based or recreational teams rather than tournament or club teams;
2. do not restrict registration of participants other than by age divisions (i.e. skill level);
3. play one or more regular seasons (i.e. Fall, Winter, and Spring leagues)*.

NOTE: To qualify for this rate, permittees are **required to provide official league schedules**.

*Regular Season is defined as 3 or more like-aged teams per division; with a minimum of a 6-week game schedule.

	<u>MINI</u> Hourly Rate	<u>SMALL</u> Hourly Rate	<u>MEDIUM / Large</u> Hourly Rate	<u>LARGE</u> Hourly Rate
<u>Recreation Center</u>				
Daylight Use:	\$20.00	\$15.00 \$25.00	\$20.00 \$30.00	\$35.00 full / \$17.50 half
When Lights Are Used:	\$25.00	\$20.00 \$30.00	\$25.00 \$35.00	\$40.00 full / \$20.00 half
<u>Subsidized Center</u>				
Daylight Use	\$15.00	\$15.00 \$18.00	\$15.00 \$21.00	\$24.00 full / \$12.00 half
When Lights Are Used:	\$20.00	\$20.00 \$23.00	\$20.00 \$26.00	\$29.00 full / \$14.50 half

TIER 3: NATIONALLY CHARTERED YOUTH SPORTS ORGANIZATIONS/ASSOCIATIONS

are defined as ones that:

1. have a traditional regular season (August-December) and/or (January-June);
2. have no restrictions on registration (other than by age);
3. belong to a National Youth Sports Organization; and
4. are volunteer-based organizations where their directors/board members are not compensated.

Qualifying youth sports groups as of 2025 include: AYSO, Little League, Pony League, USA Lacrosse, USA Softball, Pop Warner, USA Rugby.

NOTE: Player evaluations, post-season playoffs, and all-star practices and games are included in this rate.

~~pre or post-season play, tournaments, or all-stars, clubs, camps and travel teams. These organizations meet the following criteria:~~
All Youth-Size Fields

	<u>MINI</u> Hourly Rate	<u>SMALL</u> Hourly Rate	<u>MEDIUM / Large</u> Hourly Rate	<u>LARGE</u> Hourly Rate
<u>Recreation Center</u>				
Daylight Use:	\$15.00	\$15.00 \$20.00	\$15.00 \$25.00	\$30.00 full / \$15.00 half
When Lights Are Used:	\$20.00	\$20.00 \$25.00	\$20.00 \$30.00	\$35.00 full / \$17.50 half
<u>Subsidized Center</u>				

Daylight Use:	\$13.00	\$15.00	\$16.00	\$15.00	\$19.00	\$22.00 full / \$11.50 half
When Lights Are Used:	\$18.00	\$20.00	\$21.00	\$20.00	\$24.00	\$27.00 full / \$13.50 half

TENNIS / PICKLEBALL

(Exclusive use of a court; only applies to non “pay tennis” facilities)

From the fees below:

80% deposited into the General Fund Account.

20% deposited into the Facility MRP Account.

The rates below are per court/hour.

<u>Recreation Center - Non-Subsidized</u>		<u>Basic</u> <u>Hourly Rate</u>	<u>Income Generating Activity</u> <u>Hourly Rate</u>
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<u>TENNIS</u>	<u>2024</u>	<u>2026</u>	<u>2028</u>	
Daylight Play:	\$8.00	\$10.00	\$12.00	<u>\$35.00</u>
When Lights Are Used:	\$10.00	\$12.00	\$14.00	<u>\$45.00</u>

PICKLEBALL

Daylight Play:	\$4.00	\$6.00	\$8.00	<u>\$35.00</u>
When Lights Are Used:	\$6.00	\$8.00	\$10.00	<u>\$45.00</u>

<u>Recreation Center - Subsidized</u>		<u>Basic</u> <u>Hourly Rate</u>	<u>Income Generating Activity</u> <u>Hourly Rate</u>
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<u>TENNIS</u>	<u>2024</u>	<u>2026</u>	<u>2028</u>	
Daylight Play:	\$8.00	\$8.00	\$10.00	<u>\$30.00</u>
When Lights Are Used:	\$8.00	\$10.00	\$12.00	<u>\$40.00</u>

PICKLEBALL

Daylight Play:	\$2.00	\$4.00	\$6.00	<u>\$30.00</u>
When Lights Are Used:	\$4.00	\$6.00	\$8.00	<u>\$40.00</u>

*Open play is available on a first-come, first-serve basis. Exceptions: Park program/activity, and/or authorized permits.

*Income generating rate will be applied to permits for private and group instruction, club teams, and tournaments.

*Public and private school teams fall under the basic hourly rate.

*An additional one-time fee of \$25.00 per day/per court will be assessed to all authorized tournaments.

*Additional Staff Fees will apply when necessary.

STAFF FEES

When staff presence is required for the full duration of a permitted activity, an hourly staff fee will be applied to the permit. Part-time staff rates are outlined in the *General Information* section. Staff fees are not required for permits occurring during regular recreation programming hours when the facility is open, including Sundays (with the exception of synthetic fields). If the facility is closed during the time of the permitted activity, the permittee will be responsible for staff fees for the entire duration of the reservation.

At locations hosting multiple concurrent permits (e.g., several picnic reservations), the Region Superintendent has the discretion to prorate and allocate the staff fee across all permit holders.

ADDITIONAL STAFFING NEEDS

At the discretion of the Region Superintendent, or equivalent level manager, some events or activities may require additional maintenance, and / or event monitor staffing, due to size, location, scope of activities, or other factors.

INSURANCE COVERAGE

refer to the INSURANCE REQUIREMENTS section.

Please contact RAP's Risk Management Division for guidance on when insurance is required and at what level. Some events/activities require a higher level of coverage.

SPECIAL EVENTS / FUNDRAISING

refer to the SPECIAL EVENTS/FUNDRAISER section.

DEPARTMENT PERMITTING PRIORITY

~~At each Synthetic Turf field,~~ The respective Region Superintendent shall determine use and/or permitting time jurisdiction between Facility/Region Recreation staff and the Municipal Sports Section allowing Recreation Center programs first right of refusal for times of usage.

The Department prioritizes the general use of **outdoor** sports facilities based on the following criteria in descending order:

- 1) Recreation and Parks Department organized activities.
- 2) Long-term leases, film permits, conditional use, right of entry, ~~etc.~~
- 3) Six-month or longer revocable permits (i.e. Little Leagues).
- 4) Youth and Adult independent agency requests for permits:
 - a. Permit requests priority will go to agencies requesting to renew existing permits for the same dates as previously permitted.
 - b. New agency requests will be awarded on a first-come, first-serve basis, based on availability.

GROUPS EXEMPT FROM PAYMENT OF FEES

The following groups or agencies may be issued permits for **non-sports use of community recreation center buildings** without charge, (subject to non-discrimination certification) except for the refundable clean-up/breakage deposit. If the building is normally closed, the agency must pay for the cost of the Department employees(s) required to be on duty as indicated on the preceding page. If the facility is used for fee-generating activities, whether collected on or off-site, the Fee Generating Activities or Businesses ** Facility Use Fee applies. Groups must clean up the facility when done or they will ~~be required to pay hourly staff fees, forfeit their refundable deposit.~~

- 1) Civic and Service Clubs, Chamber of Commerce
- 2) Recognized Self-Help/Anonymous Groups (i.e. Alcoholics Anonymous)
- 3) Government agencies (i.e. LAPD, LAFD, Elected Officials).
- 4) Private, parochial, and public schools are only exempted from fees if there is a **written 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, as determined by the **Region Superintendent**. ~~Principal Recreation Supervisor.~~

NOTE: Character-building groups (including, but not limited to Boy Scouts of America and Girl Scouts of the USA) are **NOT** exempt from payment of fees.

MUNICIPAL SPORTS JURISDICTION

OUTDOOR SPORTS FIELDS

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 7:00 p.m. to 10:30 p.m.; and
- All day Sunday from 8:00 a.m. to 5:00 p.m.

GYMNASIUMS

The Municipal Sports Section will have sole jurisdiction over the use of all facility **gymsnasiums** a minimum of one night per week. The night/s per week will be selected by the Facility's Directors-in-Charge and approved by the Region Superintendent. For programming consistency, the selected night per week should not vary from season to season.

- One night per week (Monday through Thursday) from 7:00 p.m. to 10:30 p.m.
Muni Basketball Seasons: Spring (April - June) and Fall (September - December)

CANCELLATION / REFUND POLICY: PERMITS

Department cancellations due to Rain outs, Field maintenance, or Department use, will receive a FULL REFUND or be credited or rescheduled. Non-use of the field by organization is subject to the cancellation fees below.

- Transfers/Credits (where applicable): A 15% Administrative Fee. (*14 day minimum required for transfers/credits*).
- Refund does not apply to the \$25.00 non-refundable application fee.

PERMITS (200 attendees or less)

Requests 28 or more days prior to event	85% Refund of Fees
Requests 14-27 days prior to event	50% Refund of Fees
Requests 13 days or less prior to event	No Refund of Fees

ADDITIONAL CANCELLATION / REFUNDS:

SPECIAL EVENTS (201- 999 attendees)

Requests 28 or more days prior to the event	85% Refund of Fees
Requests 14-27 days prior to the event	50% Refund of Fees
Requests 7-13 days prior to the event	20% Refund of Fees
6 days or less prior to the event	No Refund of Fees

SPECIAL EVENTS (1000+ attendees)

Requests 168 or more days prior to event (<i>24+ weeks</i>)	85% Refund of Fees
Requests 84-167 days prior to event (<i>less than 24 weeks</i>)	50% Refund of Fees
Requests 28-83 days prior to event (<i>less than 12 weeks</i>)	20% Refund of Fees
Requests less than 27 days prior to event (<i>less than 4 weeks</i>)	No Refund of Fees

CANCELLATION / REFUND POLICY: RECREATION PROGRAMS

Department cancellations due to Rain outs, Field maintenance, or Department use, will be credited or rescheduled. Non-use of the field by organization is subject to the cancellation fee below.

- Programs of \$10 or less: No Refund of Fees
- The first league game, class/clinic, and/or first day of the camp session, constitutes the start of the program.

CLASSES AND CLINICS

Cancellation prior to the start of the program	85% Refund of Fees
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Once the program has started

No Refund of fees

DAY CAMPS AND YOUTH SPORTS LEAGUES

Requests 14 or more days prior to the start of the program

85% Refund of Fees

Requests 7-13 days prior to the start of the program

50% Refund of Fees

Requests 6 days or less prior to the start of the program

No Refund of Fees

No refunds will be issued once the league/camp has started, unless the program is cancelled by the Department.

ADULT SPORTS LEAGUES (INDIVIDUAL REGISTRATION)

Cancellation prior to the start of the league

85% Refund of Fees

Once the league has started

No Refund of fees

ADULT SPORTS LEAGUES (TEAM REGISTRATION)

Requests 21 or more days prior to the start of the league

85% Refund of Fees

Requests 14-20 days prior to the start of the league

50% Refund of Fees

Requests 13 days or less prior to the start of the league

No Refund of Fees

*Any exception to the above policies requires Region Superintendent (or higher) approval.

EXPO CENTER
(Revised ~~02/16~~ April 2026)

100% of all rental fees to be deposited into EXPO Center Special Fund Account.

EXPO ROY ANDERSON RECREATION CENTER

Facility Room Use Fees

	<u>Social Gathering w/Refreshments first 3 hours</u>	<u>Fee Income Generating Activities/Business first 3 hours*</u>	<u>Each Additional Hour</u>
<u>Multi Purpose Rooms</u>			
Rental			
50 person Maximum	\$100.00	\$225.00	\$30.00
100 person Maximum	\$200.00	\$400.00	\$40.00
100+	\$300.00 \$400.00	\$600.00 \$800.00	\$50.00 \$70.00
<u>Comrie Hall</u>	\$300.00 \$400.00	\$600.00 \$800.00	\$50.00 \$70.00

***Income-Generating Rate:** the applicable rate shall be charged if goods are sold, and/or any fee not approved by the Department including but not limited to, admission or registration fee is charged for an activity/event, and/or donations are collected either on-site or off-site by any entity (for-profit, non-profit, or individual organizer).

Additional Charges

Set up/Breakdown

Minimum two hours staffing fee based on the size of the group and activity

2nd Floor Restrooms

Restrooms are located on the 1st floor; second-floor restroom access requires an additional staff maintenance fee depending on group size and permit duration.

Refundable Deposit

~~\$100.00~~ \$250.00

Monitor/Staff Fee's

Hourly rate charged per GENERAL INFORMATION page.

Chair Rental

\$75.00 for less than 100, ~~\$100.00 for 51—100~~ and \$150.00 for 100 or more.

Table Rental

~~\$50.00~~ \$100.00 for less than 10, ~~\$100.00~~ \$150.00 for 10 or more.

Kitchen ~~Fee~~-Rental

\$150/day for food preparation use only

GYMNASIUM RENTAL FEE

	<u>First 3 hours</u>	<u>Income Generating Activities/Business first 3 hours</u>	<u>Each Additional Hour</u>
Single Gym	\$200.00	\$400.00	\$40.00 \$60.00
Double Gym	\$400.00	\$800.00	\$100.00 \$120.00

Additional Charges per Gym

Gym Floor Covering ~~\$1,500.00~~ \$1,200.00 plus staff fee for set up and breakdown of floor covering

Use of scoreboard
~~and operator~~ \$10.00/hour plus staff fees

Use of Scoreboard Income Generating \$30.00/hour plus staff fees

Use of Volleyball System \$50.00 flat fee, per day includes set up and take-down

Monitor/Staff Fees Hourly rate charged per GENERAL INFORMATION page.

FACILITY USE PERMIT PROCEDURES

Income Generating Activity:

The applicable rate shall be charged if goods are sold, and/or any fee not approved by the Department including but not limited to, admission or registration fee is charged for an activity/event, and/or donations are collected either on-site or off-site by any entity (for-profit, non-profit, or individual organizer).

For sports areas, the rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for sports camps, clinics, classes, and private lessons.

If Department staff identifies a permittee engaging in income-generating activity under their permit, that permit will be immediately reclassified as income-generating, and all future permit applications will be at the income-generating rate.

Subletting / Subleasing Prohibited:

Applicants shall not transfer, assign, or sublet use of the facility, or fields, or apply for use on behalf of another person or organization. All facility use and field allocation modifications created after the permit is issued must be approved by City staff and a revised Facility Use Permit would be issued. Any infractions of this policy will result in the loss of use of all City parks, fields, or facilities immediately, and may include restitution of lost revenue.

Permit Processing:

- All requests for the use of EXPO Center facilities will be accessed for a \$35.00 non-refundable Facility Use Application processing fee. City and other governmental entities are exempt from this fee. **Fees shall be deposited into EXPO Center Special Fund Account.**
- Hours **available** for facility **permit** use are from **8 6:00 AM – 12:00 AM**. **All** other hours must be preapproved by the **Executive Director or designee**. **Permit hours requested must include set up and clean up time. If the permittee exceeds hours on the permit additional staffing fees will be assessed and deducted from the deposit.**
- Tours of the centers ~~for permit groups~~ are scheduled by appointment only. Please call 213-763-0114 Ext. 214 ~~make~~ to schedule an **appointment reservation**. Patrons requiring additional site tours and consultations will be assessed additional staff fees.
- The Facility Use Application is available at the Special Events office located on the first floor of the Roy A. Anderson Recreation Center, 3980 Bill Robertson Lane, Los Angeles, CA 90037. EXPO Special Events Office Hours **are 10:00 AM – 4:00 PM Monday – Friday.**
- The Facility Use Application must be submitted six weeks in advance of the event.
- A plot plan **or room** layout **must be submitted** four weeks prior to the event or **the** event space will not be confirmed. All material (decoration, banners, etc.) that are attached to walls, fences, etc.

must be preapproved by the ~~event-coordinator~~ **Special Event staff**. Use of extension cords and other equipment must be clearly stated on Facility Use Application.

Fee's:

- **To reserve the space an advance deposit of 50% of the total permit fee is required.** Final payments must be made no later than three weeks prior to the event. **Any changes and/or alterations within 4 days of the event are subject to additional fees.**
- **Staff Fees:** At the discretion of the EXPO Center Executive Director **or designee**, 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 ~~FEES~~ **GENERAL INFORMATION** page. Full-time staff fees will be charged at the current overtime rate.
- A minimum ~~clean-up~~ **refundable** deposit of ~~\$100.00~~ **\$250.00 will be assessed.** The deposit fee is subject to change based on the nature **and size** of the event. At the end of the event, a walk-through of the facility will be conducted **with the permittee** to assure that there is no damage to the facility. **Deposit refund may require an eight week waiting period to be processed. Deposit refund requires the name to match the receipt for the event.**
- **Walk-through will include**
 - Kitchen
 - Wipe down the countertops, sink, and drawers.
 - The floor must be swept and trash must be placed in the trash container.
 - Outdoor Events
 - Trashcans/plastic bags will be provided for an additional fee.
 - A roll off bin **may be required based on the size and/or type of outdoor event.**
 - Astroturf is required for cooking and serving food. Any event requiring cooking will require an additional **maintenance** deposit fee of \$250.00.
 - Cooking oils need to be disposed offsite and not on EXPO Center ~~facility~~ **property.**
 - Room Use
 - Pick up any debris, **decorations including confetti**, and any food that is left on the tables or **on the floor and dispose of it in the trash cans provided. Staff will dispose of the trashbags and replace the trash liners.**
 - Hallway
 - Dispose all food in trash.
 - Sweep the floors if there is debris or food.
 - Gym Use
 - Absolutely no food or drinks **are allowed** in the gym or stairwells. **Water is permissible.**
 - Outside Boardwalk or Outdoor Amphitheater
 - Any form of trash needs to be picked up.
 - Trash must be disposed of in the bins.

Refunds:

Department cancellations due to Department use will be credited or rescheduled.

- **A FULL refund will be issued if the permit or event is cancelled by the Department.**
- **Transfers/Credits (where applicable): A 15% Administrative Fee. (14-day minimum required for transfers/credits).**

Permits (200 attendees or less)

Requests 28 or more days prior to event	85% Refund of Fees
Requests 14-27 days prior to event	50% Refund of Fees
Requests 13 days or less prior to event	No Refund of Fees

Special Events (201- 999 attendees)

Requests 28 or more days prior to the event	85% Refund of Fees
Requests 14-27 days prior to the event	50% Refund of Fees
Requests 7-13 days prior to the event	20% Refund of Fees
6 days or less prior to the event	No Refund of Fees

- **For cancellation/Refund Policy for Recreation Programs refer to the COMMUNITY RECREATION CENTER page.**
- **If an event is terminated prior to the scheduled time due to security or other issues not caused by the City, the City shall retain all fees and deposits.**
- **For additional fees not listed refer to the COMMUNITY RECREATION CENTER page.**
- **The Board of Recreation and Park Commissioners has established a NO-FEE Waiver Policy.**

Additional Information:

- **Checks or money orders must be made out to the City of Los Angeles. NO CASH ACCEPTED.**
- **Some events may require insurance coverage. Refer to the INSURANCE REQUIREMENT page.**
- **If any equipment, furniture, supplies, or other items are left on premises after 24 hours of the event, deposit will be retained by EXPO Center for storage fees.**
- **Elevator use is restricted to persons with disabilities. Children under the age of 18 are not allowed in the elevator without an adult. If utilizing the elevator to transport food or decorations make sure the cart is protected to avoid damage to the walls.**
- **Smoking is prohibited on all City Property.**
- **For alcohol service refer to the ALCOHOL BEVERAGE POLICY page.**

SOBOROFF SPORTS FIELD
~~Artificial~~ Synthetic Turf Field
(Established 07/12-Revised 09/25)

100% of all rental fees to be deposited into EXPO Center's Special Fund Account. All reservations require an advance of 50% of the total fees no later than 90 days prior to the event.

SYNTHETIC TURF FIELD USE FEES

Basic Hourly Rate:

The applicable rate shall apply to any class, workshop, meeting, activity, etc. where money/fee is not collected. Youth and adult practices, youth and adult games (games not made up of tournament teams).

Income Generating Activity:

The applicable rate shall be charged if goods are sold, and/or any fee not approved by the Department including but not limited to, admission or registration fee is charged for an activity/event, and/or donations are collected either on-site or off-site by any entity (for-profit, non-profit, or individual organizer).

The rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for sports camps, clinics, classes, and private lessons.

BASIC ADULT ~~RENTAL GROUPS~~ USE

	Non-Fee Generating Basic Hourly Rate	Fee-Generating Income Generating
Daylight Use	\$55.00 \$60.00 per hour	\$110.00 \$120.00 per hour
Use of Lights	\$60.00 \$70.00 per hour	\$120.00 \$140.00 per hour

Additional Monitor/Staff Fees may apply.

BASIC YOUTH ~~LEAGUE RENTAL GROUPS~~ USE

	Non-Fee Income Generating Basic Hourly Rate	Fee-Generating Income Generating
Day Play Daylight Use	\$15.00 \$35.00 per hour	\$30.00 \$90.00 per hour
Nighty with Use of Lights	\$20.00 \$45.00 per hour	\$40.00 \$110.00 per hour

Additional Monitor/Staff Fees may apply.

Income generating fees will be applied for any hosted tournaments or league/scrimmage games made up of tournament teams where there is income generating activity.

~~USE OF PLAYFIELD REQUIRING THE INSTALLATION OF TERRACOVER~~

Playfield (Daily Rental)	\$3,750.00
Set up & Take Down	\$17,500.00 (mandatory)

~~CANCELLATION FEES~~

31—90 days prior to event	25% of all fees paid
30 days or less prior to event	50% of all fees paid

INSURANCE

~~See the INSURANCE REQUIREMENTS section for further details.~~

OTHER FEES

~~At the discretion of the EXPO Center Executive 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 FEES section. Full time staff fees will be charged at the current overtime rate.~~

AHMANSON SENIOR CENTER
(Revised 09/25)

100% of all rental fees to be deposited into EXPO Center's Special Fund Account.

Facility Use Fees

	<u>Social Gathering w/Refreshments first 3 hrs.</u>	<u>Incoming Generating Activities First 3 hrs.</u>	<u>Each Additional Hour</u>
Ballroom	\$300.00 \$350.00	\$700.00	\$50.00 \$70.00
Patio Area (Each)	\$175.00	\$350.00	\$40.00
Kitchen Fee Rental (food preparation only)	\$150/day		

***Income-Generating Rate:** the applicable rate shall be charged if goods are sold, and/or an admission/registration fee is charged for an activity/event, and/or donations are collected either on-site or off-site by any entity (for-profit, non-profit, or individual)

Additional Charges

Public Address System	\$25.00 \$75.00
Refundable Cleanup Deposit	\$100.00 \$250.00
Set-up/Breakdown	Minimum two-hour staffing fee.
Monitor/Staff Fee	Hourly rate charged
Chair Rental	\$75.00 for less than 100, \$100.00 for More than 100 , and \$150.00 for 100 or more
Table Rental	\$50.00 \$100.00 for less than 10 \$100.00 \$150.00 for 10 or more.

WILLIAM M. KECK OUTDOOR AMPHITHEATER
(Revised 9/2025)

100% of all rental fees to be deposited into EXPO Center's Special Fund Account.

Facility Use Fees

<u>First Two Hours</u>	<u>Each Additional Hour</u>
\$500.00	\$100.00

Additional Charges

Public Address System (Set up Fee) \$75.00

Refundable Cleanup Deposit	\$500.00
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Setup/Breakdown **Minimum two hour staffing fee.**

Monitor/Staff Fee	Hourly rate charged per GENERAL INFORMATION page.
1	1
2	2
3	3
4	4
5	5
6	6
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95	95
96	96
97	97
98	98
99	99
100	100

Chair Rental \$75.00 for less than 100, ~~\$100.00 for 51-100,~~
and \$150.00 for 100 or more.

Table Rental ~~\$50.00~~ **\$100.00** for less than 10, ~~\$100.00~~
\$150.00 for 10 or more.

Other Fees:

At the discretion of the EXPO Center Executive Director, some events or activities may require additional maintenance, security, traffic control, and/or event monitoring staffing, or require additional dumpsters, portable toilets, or other items due to size, location, scope of activities, or other factors. Part time staff fees are established in the FEES section. Full time staff fees will be charged at the "current overtime rate." All applicable fees will be quoted on the request based on actual costs.

LA84/JOHN C. ARGUE SWIM STADIUM

(Revised ~~02/16~~ 09/25)

PRIVATE USE (Pool is closed to the public)

Special Note: 100% of all exclusive pool permit rental fees to be deposited into EXPO Center's Swimming Pool MRP Fund Account. ~~All reservations require an advance of 50% of the total fees.~~ **For charges not listed below refer to the Aquatic Page.**

Required Lifeguards

EXPO Center (Aquatic Division) has budgeted staff to provide lifeguard coverage of pools during normally scheduled hours of operation only. The facility use fee stated below, is for use of the facilities when the pools are normally closed, and shall include an additional lifeguard fee at the current part-time staff fee per the ~~FEES~~ **page GENERAL INFORMATION SECTION** (to be deposited into MRP Fund Account), based on the following formula for minimum lifeguard staff requirements. Additional ~~charges~~ fees may apply at the discretion of the Executive Director or designee.

<u>Participants</u>	<u>Lifeguards</u>
1 - 50 persons	3 Lifeguards
51 - 100 persons	4 Lifeguards
100 - 200 persons	5 Lifeguards
101 - 300 persons	7 Lifeguards

Additional Charges

~~Additional Staff~~

~~At the discretion of the aquatic Director~~

Maintenance Fee

\$100 per locker room, **plus staffing fees.**

Equipment Rental

~~(SEE Aquatic Facility Manager)~~ **Refer to Aquatics Page.**

Exclusive Use Pool Rental Permit Charges per Swimming Pool

~~Private exclusive use per swimming pool~~

Number of Participants	Per hour, three hour Minimum	*Income Generating Activity, Per hour, three hour Minimum
1 - 50 Persons	\$100.00	\$200.00
51-100 Persons	\$190.00	\$380.00
101 - 200 persons	\$360.00	\$440.00

201 - 300 persons

\$520.00

\$550.00

***Income-Generating Rate:** the applicable rate shall be charged if goods are sold, and/or an admission/registration fee is charged for an activity/event, and/or donations are collected either on-site or off-site by any entity (for-profit, non-profit, or individual)

~~If admission is charged for the event, a flat fee of \$100.00 to be deposited into the facility's MRP Fund Account will be assessed.~~

Exclusive Board of Education/Community College Facility Use Fee

All educational use will be based on a 2 lifesaving staff to 50/Lifeguard to student ratio participants with teacher supervision on the deck.

Classes/Team Practices (2-hour minimum) Parties (1-hour minimum)

~~Private exclusive use per swimming pool~~

<u>Number of Participants</u>	<u>Fee per Hour</u>
1 - 50 persons	\$40.00
51 - 100 persons	\$60.00
Swim Meet	\$75.00 \$100.00

Training Group Pool Use (long or short courses):

~~Fees listed under Aquatics General Page.~~ Refer to the Aquatics Page.

RALPH M. PARSONS PRE-SCHOOL
(Revised 09/25)

(Multipurpose Room & Kitchen Available Saturdays and Sundays only)

Special Note: 100% of all rental fees to be deposited into EXPO Center's Special Fund Account. All reservations require an advance of 50% of the total fees.

Facility Use Fees

First 2 hours

Each Additional Hour

~~\$100.00~~ **\$150.00**

~~\$25.00~~ **\$50.00**

Additional Charges

~~Staffing (Per hour)~~ **Staff Fee's**

~~\$20.00~~ **GENERAL INFORMATION Section**

~~Kitchen Fee-Rental~~

~~\$25.00~~ **\$150.00**

(food preparation only)

EXPOSITION PARK ROSE GARDEN

(Revised ~~02/16~~ 09/25)

FACILITY USE FEES

90% of funds to be deposited into EXPO Center's Special Fund Account.

10% of funds to be deposited into the Special Revenue Account.

	<u>First 3 hours</u>	<u>Additional Hour</u>
<u>Gazebos</u>		
1 – 50 persons	\$250.00 \$350.00	\$50.00
51 – 200 persons	\$350.00 \$500.00	\$50.00
<u>East & West Garden Areas</u>	\$300.00 \$400.00	\$75.00
<u>Fountain Area</u>	\$500.00	\$100.00

Above fees include photography permit.

ADDITIONAL CHARGES

Refundable Deposit	\$200.00 \$500.00
Monitor/Staff Fee	Hourly rate charged per GENERAL INFORMATION page.
Chair Rental	\$75.00 for less than 100 \$150.00 for 101 or more.
Table Rental	\$100.00 for less than 10 \$150.00 for 10 or more.

~~The deposit may be higher based on the nature of the event at the discretion of the Executive Director or designee. Minimum payment to guarantee reservation. Payable within ten (10) days of the initial reservation 50% of total rental costs.~~

Rehearsal Fee **\$50.00 plus staffing fees**
Outdoor wedding rehearsals may be scheduled within 60 days of the event, Monday through Thursday, 4:00 pm – 7:00 pm.

Equipment Rental

Folding Chairs	\$1.00 per chair \$50.00 for less than 100 chairs \$100.00 for 100 or more (includes setup)
Refundable/replacement deposit	\$100.00
Canopies	\$50.00 each (includes set up)

Miscellaneous

Group Picnic/Visits	\$30.00 per group
Souvenir Photos	\$10.00 per photo

Clean up Fee

If clean-up is not completed by designated time, the additional hour rate will be charged for each hour or portion of the hour.

ADDITIONAL STAFFING NEEDS

~~At the discretion of the EXPO Center Executive Director or equivalent manager, some events or activities may require additional maintenance, security, traffic control, and/or monitor staffing, or equipment or materials such as trash dumpsters or portable toilets, due to size, location, scope of activities, or other factors. This may include requirements for hiring one or more Security Officers for the time period before, during, and after an event.~~

CANCELLATION FEES

Cancellation prior to 60 days	50% of refundable deposit
Cancellation within 60 days of event	50% of all fees
Postponement prior to 60 days of event	50% of Refundable Deposit

<u>COMMERCIAL PHOTOGRAPHY</u>	\$200.00 \$300.00
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GUIDELINES TO PHOTOGRAPHY SALES PERMIT

- Vendor must complete an application for Photography Sales permit. Permits will be issued to one photographer per day per facility as arranged by the Executive Director.
- Permittee must adhere to all conditions of the permit.
- Permittee is solely responsible for adherence to all Federal, State, and Local taxes.
- Recreation and Parks makes no guarantee of any minimum business volume.

PAYMENT OF FEES

The total amount of all rental fees and deposits due shall be paid in full at least 60 days prior to the scheduled date of use. Otherwise the reservation may be cancelled.

DEPARTMENT USE

Requests for use of this facility for no use fees or charges, except for reimbursement of staff and other direct costs, must be approved by the General Manager or an appointed designee. Saturday, Sunday, or Holiday use is not allowed. The Facility Use Form shall be signed by an Assistant General Manager. Staff fees apply with a 4 hour minimum for Department Use. See rates established in the General Information section of the Schedule of Rates and Fees. A fund and account must be identified for transfer of reimbursement or a ~~D-~~ ~~Time~~ Work Order provided.

EXPOSITION PARK – MAJOR AND SPECIAL EVENT DAYS

(Revised ~~02/16~~ 09/25)

100% of fees are to be deposited to the EXPO Center Special Fund Account with exception of staff fees which are to be deposited to accounts from which they were expended. Exposition Park special and major event days are scheduled event dates with an expectation of 25,000 or more spectators. **When an event permitted by the State or Coliseum within Exposition Park with more than 25,000 in attendance affects EXPO Center ability to open for the community, a \$10,000 fee will be assessed to the event permittee per day for facility closure. The fee does not include use of parking spaces or the rental fee for any facilities or space.**

EXCLUSIVE USE – FACILITY USE FEES

(Revised ~~02/16~~ 09/25)

	<u>Rate Per Area Per Day or</u> <u>Portion There of</u>
Swim Stadium Lobby Area	\$500.00
Comrie Hall	\$1,500.00 \$2,000.00
Conference Room	\$800.00
Multi-Purpose Room (for 3 rooms)	\$1,500.00
Gymnasium (per gym)	\$2,250.00
Amphitheater	\$2,250.00 \$2,750.00
EXPO Center Front Lawn	\$1,250.00
Boardwalk Area I (non-parking) (Private Driveway)	\$1,000.00 \$2,000.00
Boardwalk Area II (non-parking) (Adjacent to MLK Blvd.)	\$2,000.00
Boardwalk Area III (non-parking) (East parking spaces)	\$2,000.00
Boardwalk Area IV (non-parking) (North parking spaces)	\$2,000.00
Senior Center (includes patios)	\$1,650.00 \$2,000.00
Rose Garden – (Selected locations) Each Area as defined under Exposition Park Rose Garden Section.	\$3,125.00
Soboroff Sports Field	\$2,000.00 \$4,000.00

Parson Preschool

\$1,500.00

Parking

All parking fees include the City of Los Angeles 10% Parking Occupancy Tax. Parking fees are in addition to any film permit fees collected by the Film LA Office. Special event parking is defined as expecting 25,000 – 29,999 spectators. Major event parking is defined as expecting 30,000 or more spectators. Fees may vary based on the nature of each event and a fair market rate comparable to parking fees charged by other Exposition Park entities.

Passenger vehicle	\$25.00 – \$75.00	\$40.00 - \$150.00 (per stall)
Buses/Oversized/Trailers	\$50.00 – \$125.00	\$80.00 - \$125.00 (per stall)

Additional Fees

~~Reservation Deposit 50% of total fees is required no later than 90 days prior to event.~~

Cancellation Fees

31 – 90 days prior to event	25% of all fees paid
30 days or less prior to event	50% of all fees paid

Equipment rental Fee schedule on request, based on actual costs.

Other Fees

~~At the discretion of the EXPO Center Executive Director, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staffing, or require additional dumpsters, portable toilets, or other items due to size, location, scope of activities or other factors. Part time staff fees are established in the Fees section. Full time staff fees will be charged at the "current overtime rate." All applicable fees will be quoted on request and based on actual costs.~~

EXPO CENTER
SPECIAL USE FEES AND PROCEDURES
(REVISED ~~02/16~~ 09/25)

Special Use is available on weekdays, Monday through Friday, from 8:00 AM – 9:00 PM for City of Los Angeles Departments and Agencies. Other 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, or work meetings. Special Use is subject to approval by the RAP General Manager **or designee**. All staff related costs must be paid to EXPO Center for the cost of the Department employee(s) required to be on duty.

THE FOLLOWING CONDITIONS APPLY TO ALL SPECIAL USES:

Authorization for Special Use

- Requests for use of facilities must be submitted in writing by the requesting agencies' General Manager or the General Manager's designee.

Scheduling of Special Use Events

Use of the facility is subject to availability determined by the following guidelines:

- Special use may be scheduled only 60 days in advance of the event date. The City of Los Angeles Department of Recreation and Parks is exempt from this guideline.
- Any group may not exceed two days per week.
- None of the above guidelines precludes a Special Use agency from maintaining or procuring additional dates or hours under the regular rate provisions.
- Permitting of Special Use may require additional hourly staffing fees.

SPECIAL USE FEES

	RAP Use	City/Governmental Agencies
Use Fee	No Charge	50% of fees
Kitchen Fee	No Charge	N/A
Cancellation Fee	No Charge	No Charge

PROHIBITED SPECIAL USE EVENTS

Revenue producing events, and subletting or assignments for Non-profit groups of Special Use is not permitted.

EXPO CENTER FILM PERMIT FEES

(Revised ~~02/16~~ 09/25)

Film Permit Fees

70% to Department of Recreation and Parks General Fund Account

30% to be deposited in EXPO Center Special Fund Account

Rate Per Area Per Day

Amphitheater	\$2,800.00 \$3,000.00
Boardwalk Area I (Private Road)	\$1,250.00 \$2,000.00
Boardwalk Area II (Adjacent to MLK Jr. Blvd.)	\$2,500.00
Boardwalk Area III (East parking spaces)	\$2,000.00
Boardwalk Area IV (South parking spaces)	\$2,000.00
Swim Stadium Lobby Area	\$625.00
Community Comrie Hall Room	\$1,875.00 \$2,000.00
Expo Center Front Lawn	\$1,575.00
Gymnasium (per gym)	\$2,800.00 \$3,000.00
Multi – Purpose Room (per room)	\$575.00
Pool & Deck Area	\$5,475.00
Rental of pools access to restrooms and changing areas.	
Senior Center (includes patios)	\$2,050.00
Rose Garden (Each Area as defined under Exposition Park Rose Garden Section)	\$3,125.00
Commercial Still Photo	
1 – 14 Persons	\$75.00/Day
15+ Persons	\$150.00/Day

GENERAL INSTRUCTIONS AND POLICIES REGARDING RATES AND FEES

Revised ~~June 2019~~ April 2026

1.0 DEVIATIONS FROM ESTABLISHED FEES

The following rates and fees have been approved by the Recreation and Parks Board of Commissioners, under the legal authority of the City of Los Angeles City Charter. No deviation, reduction, or waiver of rates and fees charges shall be allowed without approval of the Board. Further, it is the policy of the Board that no deviation, reduction, or waiver of rates and fees charges or other priority use or privileges will be afforded to any group or organization that discriminates or is found to discriminate on the basis of race, religion, national origin, ancestry, sex, sexual orientation, age, physical handicap, marital status or medical condition.

1.1 NO-FEE WAIVER POLICY

It is the policy of the Board of Recreation and Parks to deny all requests for waiver of fees. The Department may underwrite facility use fees if the sponsorship criteria stated in the No-Fee Waiver policy (Board Report No. 013- 2017, dated 6/8/03) is met. Appropriate staff, and the General Manager, must approve the request. Salaries and expenses associated with the event will not be underwritten. Also, City Council declaration of a “special event” does not waive Recreation and Park Department fees. Full description of the No-Fee Waiver Policy follows the General Information pages.

1.2 DISCOUNTED FEES FOR LOW INCOME RECREATION CENTERS

Facilities designated as Subsidized Centers, on the list which follows, qualify for discounted rates only as specified within the Rates and Fees pages.

1.3 CITY / GOVERNMENT USE

City agencies and government entities, for conduct of training, work meetings, and other government business activities authorized by the General Manager or an appointed designee, are exempt from facility use fees, subject to availability. Staff fees apply outside of normal facility hours. This exemption does not apply to facilities where a specific fee for Department, City, or other government use has been addressed **or for facilities for which the primary use is public rental for weddings and social events.**

1.4 GROUPS EXEMPTED FROM PAYMENT OF FEES

This policy, found in the *Community Recreation Center* page, shall apply to all recreation centers, community centers, sports centers, and senior citizen centers, unless a specific list of exempted groups has been approved for the respective facility.

2.0 INSURANCE REQUIREMENTS

Insurance may be required for certain types of events or programs. Please refer to the Insurance Requirements section in this manual. ~~Insurance is required for all activities except meetings, classes, educational exhibits, and other low risk activities as outlined in the Department's Insurance Requirements Policy.~~ Permitted activities may not begin until Proof of Insurance is accepted by the City Risk Manager. ~~This can be accomplished by having the permittee or contractor's insurance broker upload proof of insurance that meets the requirements on to KwikComply.org. Allow 30 days for this approval. The standard A Certificate Approval Number will be provided when proof of insurance has successfully been uploaded to KwikComply. This is the only method for the submission of proof of insurance. Providing this information directly to any RAP staff is not acceptable.~~

~~-General Liability requirements requirement begin at is \$1,000,000 per single occurrence but may be higher depending on the risk level of the activities undertaken. The City must be named as an additional insured on general liability policies. Additional requirements may apply. RAP staff may refer to the database on KwikComply.org to verify that valid insurance has been submitted. RAP staff may also contact RAP Risk Management at rap.riskmgmt@lacity.org with any questions. Directors must provide the Department's Insurance Coordinators with copies of the permit application and Proof of Insurance. There are two acceptable forms of Proof of Insurance:~~

~~1) A Certificate of Insurance issued through the Municipal Insurance Service, Inc. (1-800-420-0555); or 2) City of Endorsement forms completed by the permittee's insurance company, naming the City of Los Angeles as an additional insured.~~

3.0 ALCOHOL POLICY

The selling, serving, and consumption of alcoholic beverages on Department property must comply with the Department's Alcoholic Beverage policy. Please refer to the Alcoholic Beverage Policy section in this manual. **At facilities for which the primary use is public rental for weddings and social events, the Department's contracted bar services must provide and serve all beverages when alcohol is served.**

4.0 ALLOCATION OF FEE DEPOSITS

Unless otherwise stated, all monies collected are to be deposited into the General Fund #2790. Instructions for depositing monies into an account other than the General Fund are written in italics.

4.1 DEPOSITS TO SPECIAL ACCOUNT 1750

~~• Recreation Services Branch~~

~~4.1 Aquatic Division~~

~~Monies deposited into account 1750 are only to be used for sports facility repairs/refurbishment and gym floors/equipment. Expenditures must be approved by the Assistant General Manager of the Recreation/Operations Branch and the General Manager or Designee, District Recreation Supervisor and the Principal Recreation Supervisor.~~

4.2 UTILITY USE FEE

Commented [1]: @valeria.amy@lacity.org Can you make sure this portion is accurate
Assigned to valeria.amy@lacity.org

Commented [2R1]: @jimmy.kim@lacity.org Is there another section about insurance beyond this one?

Commented [3R1]: Val, below is the section that pertains specifically to insurance requirements as listed in our schedule of rates and fees. It was last updated in June of 2008. the <http://rapintra.ci.la.ca.us/info/ratesandfees/pdf/ratesfees/insurance.pdf>

Commented [4R1]: @valeria.amy@lacity.org
Val, below is the section that pertains specifically to insurance requirements as listed in our schedule of rates and fees. It was last updated in June of 2008. the <http://rapintra.ci.la.ca.us/info/ratesandfees/pdf/ratesfees/insurance.pdf>

Commented [5R1]: @juan.aynat@lacity.org thanks. I will review and comment.

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Commented [6]: @eleanor.chang@lacity.org
@noel.williams@lacity.org

Can we create a Special Account for Recreation and Aquatics? And have 5% of fees collect deposited into the special accounts?
Assigned to eleanor.chang@lacity.org

Commented [7R6]: Jimmy, not sure if this has been resolved, but we have a Region special fund account listed on the picnic and special event sections of the rates and fees manual. I can check if Aquatics has a similar existing account. I added it under 4.1 for your reference (highlighted in yellow).

In addition, for permits of outdoor use areas in the comm rec center section, were recommending a new \$5.00 deposit into the facility MRP account for refurb and monitoring when necessary.

Commented [8R6]: @chinyere.stoneham@lacity.org

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Unless otherwise specified, the standard utility use fee is \$75.00 per day. *The fee is to be deposited into the Department of Recreation and Parks General Fund Account.*
~~General Services Department utility account 100-62.~~ Utilities include the use of Water and Electricity.

5.0 DEFINITIONS

5.1 ADULTS, YOUTH, SENIOR CITIZENS, AGE GROUPS

When separate fees are charged for Adults, Youth, and Senior Citizens, and the age range for each are not specified, the following criteria shall be used:

Adults -- Ages 18-49

Youth -- Ages 17 years and younger

Senior Citizen -- 50 years and older

HOLIDAYS

Holidays are: New Year's Day, Martin Luther King Jr. Day, President's Day, Cesar Chavez Day, Memorial Day, Juneteenth, Independence Day, Labor Day, ~~Columbus Day~~ Indigenous People's Day, Veterans Day, Thanksgiving Day, the Friday after Thanksgiving, Christmas Day. When any of these holidays fall on a Sunday, the holiday will be observed on the following Monday. *When any of these holidays fall on a Saturday, the holiday will be observed on the prior Friday.*

5.2 FEES

Fees stated in terms of "First X number of hours" are to be applied for consecutive use in the same day. Fees are not to be prorated. The fee stated shall apply to any portion of use within that time period.

6.0 STAFF FEES

6.1 PART-TIME FEES

Unless otherwise stated, part-time staff coverage fees are ~~\$30.00~~ \$35.00 per hour and are to be deposited into the facility MRP Account.

6.2 FULL-TIME FEES

Full-time staff coverage fees will be charged at the current overtime rate and are to be deposited into the ~~General Fund~~ Facility MRP Fund Account.

6.3 PARK RANGER FEES

Refer to the Park Rangers page for staff rates for security, traffic control, or related duties in support of permitted uses.

6.4 ADDITIONAL STAFFING NEEDS

At the discretion of the Region Superintendent, or equivalent level manager, 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. This may include requirements for hiring through the Department one or more Security Officers for time before, during, and after an event.

7.0 AMPLIFIED SOUND POLICY

Pending language revision. From Cio. Attorney

LAMC Section 63.44.B.4

Prohibits any person from using amplified sound anywhere within a park except in locations that RAP sets aside for such purpose. That prohibition does not apply to normal use of portable radios, televisions, record players or tape recorders played or operated in such places and at such times so as not to disturb other persons in their permitted uses of the park.

LAMC Section 63.44.B.5

No person shall hold or conduct any musical event or concert in which any sound amplifying system is utilized without first obtaining a written permit from RAP.

LAMC Section 115.02

The operation or use of sound amplifying equipment for noncommercial purposes within 500 feet of a residential zone is prohibited between the hours of 4:30 p.m. and 9:00 a.m. of the following day. Sound shall not be audible at a distance in excess of 200 feet from the sound equipment. Prohibition does not apply to RAP or RAP permittees if the permit matches the above.

LAMC Section 41.57

Prohibits amplified sounds in any park that result in "loud and raucous noise," which is defined to mean any sound or any recording thereof when amplified or increased by any electrical, mechanical, or other device to such volume, intensity or carrying power as to unreasonably interfere with the peace and quiet of other persons within or upon any one or more of such places or areas, or as to unreasonably annoy, disturb, impair or endanger the comfort, repose, health, or safety of other persons within or upon any one or more of such places or areas.

MUNICIPAL ADULT SPORTS
Revised ~~June 2019~~ January 2026

~~MUNICIPAL SPORTS~~ JURISDICTION DAYS / TIMES

OUTDOOR SPORTS FIELDS

The Municipal Sports Section will have sole jurisdiction over the use of all facility **sports fields** (ball fields, soccer fields, and multi-purpose fields):

- Monday through Friday from 7:00 p.m. to 10:30 p.m.; and
- Sunday from 8:00 a.m. to 5:00 p.m.

GYMNASIUMS

The Municipal Sports Section will have sole jurisdiction over the use of all facility **gymsnasiums** a minimum of one night per week. The night(s) per week will be selected by the Facility's Directors-in-Charge and approved by the Region Superintendent. For programming consistency, the selected night per week should not vary from season to season.

- One night per week (Monday through Thursday) from 7:00 p.m. to 10:30 p.m.
- Muni Basketball Seasons: Spring (Late March - Late June) and Fall (Early September - Late December)

FIELD USAGE FEES

All permits issued for outdoor sports facilities will be assessed a **\$25.00 permit application fee** deposited into the Regional Municipal Sports MRP Account.

REFUNDABLE DEPOSIT

Refundable Maintenance Security Deposit

\$100.00 (minimum)

Deposited into the Regional Municipal Sports Account or Facility MRP Fund Account, whichever is the permitting agency. This fee should only be refunded if there are no damages and the permittee performed basic clean-up and litter pick-up. The permittee may be charged a larger deposit depending on the size of the activity/event.

At the discretion of the Region Superintendent, some events and/or activities may require additional maintenance, security, traffic control, and/or event monitoring, due to size, location, scope of activities, and/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 for the classification required.

PAYMENT DUE DATES Payment is due in full at the time the permittee is invoiced. For groups reserving on a monthly basis, payment is due by the 15th of the preceding month. *Example: Payment for a March permit is due by February 15th.*

ADDITIONAL INFORMATION

Basic Hourly Rate:

The applicable rate shall apply to any class, workshop, meeting, activity, etc. where money/fee is not collected. Youth and adult practices, youth and adult games (games not made up of tournament teams).

Income Generating Activity:

The applicable rate shall apply if goods are sold; and/or an admission or registration fee is charged for an activity or event; and/or donations are collected, either on-site or off-site, by any entity (including for-profit, non-profit, or individual organizers).

For sports areas, the rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for sports camps, clinics, classes, and private lessons.

If Department staff identifies a permittee engaging in income-generating activity under their permit, that permit will be immediately reclassified as income-generating, and all future permit applications will be at the income-generating rate.

Subletting / Subleasing Prohibited:

Applicants shall not transfer, assign, or sublet use of the facility, or fields, or apply for use on behalf of another person or organization. All facility use and field allocation modifications created after the permit is issued must be approved by City staff and a revised Facility Use Permit would be issued. Any infractions of this policy will result in the loss of use of all City parks, fields, or facilities immediately, and may include restitution of lost revenue.

Staff Fees:

When staff presence is required for the full duration of a permitted activity, an hourly staff fee will be applied to the permit. Part time staff rates are outlined in the General Information section. Staff fees are not required for permits occurring during regular recreation programming hours when the facility is open, including Sundays (with the exception of synthetic fields). If the facility is closed during the time of the permitted activity, the permittee will be responsible for staff fees for the entire duration of the reservation.

At locations hosting multiple concurrent permits (e.g., several picnic reservations), the Region Superintendent has the discretion to prorate and allocate the staff fee across all permit holders.

Dedicated Sports Centers and Specialized Sports Play Fields operated and permitted under the jurisdiction of the Municipal Sports Section shall be subject to an additional fee of five dollars \$5.00 per hour when staff presence is not required for the full duration of the permitted period, to cover staff time required to open and close restrooms.

Maintenance Monitor: Due to high usage levels at **Whitsett Sports Complex** and **John Ferraro Sports Complex**, an additional maintenance fee of **\$5.00** per hour, per field will be applied. This fee will be deposited into the Municipal Sports Fund Account and is designated to support the presence of an on-site maintenance monitor.

ADULT USE - OUTDOOR AREAS (excludes synthetic field)

From the fees below:

\$7.00 ~~\$10.00~~ per hour deposited into the Regional Municipal Sports MRP Account for sports facility refurbishment.
(Valley sites: MRPXXX65) (Metro/Pacific/West sites: MRPXXX50)

\$5.00 per hour is to be deposited into the **Facility MRP Account** for **sports facility refurbishment**.

Remaining funds are to be deposited into the Department's ~~Recreation and Parks~~ General Fund Account.

Exclusive Use of Outdoor Sports Facility (multi-purpose field and dedicated athletic fields (i.e. dream field).
Excludes synthetic fields.

Diamond/Court Sports - Softball, Baseball, Kickball, etc.

Field Sports - Soccer, Football, Rugby, Lacrosse, etc.

	<u>Diamond/Court</u> Basic Hourly Rate*	<u>Field</u> Basic Hourly Rate	<u>Income Generating Activity</u> Hourly Rate**
<u>Recreation Center</u>			
Daylight Play:	\$35.00 \$45.00	\$55.00	\$70.00 \$90.00
When Lights Are Used:	\$45.00 \$55.00	\$65.00	\$90.00 \$110.00

Subsidized Center

Daylight Play:	\$35.00	\$45.00	\$70.00
When Lights Are Used:	\$45.00	\$55.00	\$90.00

Senior 50+ Sports Subsidized Rate \$30.00 \$40.00 \$60.00

(Groups with a minimum of 75% of its participants aged 50 and over)

SYNTHETIC TURF FIELD USE FEES

From the fees below:

5% deposited into the Citywide Special Fund Account for activity monitors. (SP XXX)

20% ~~25%~~ deposited into the Regional Municipal Sports MRP Account for sports facility refurbishment.

(Valley: MRPXXX65) (Metro/Pacific/West: MRPXXX50)

25% deposited into the Facility MRP ~~Refurbishment~~ Fund Account.

50% deposited into the General Fund Account.

The following fees shall govern all Synthetic (Artificial) Turf Fields with the exceptions of the Soboroff Sports Field at EXPO Center and Jackie Robinson Stadium at Michelle and Barack Obama Sports Complex.

<u>Income Generating Rate:</u>	<u>YOUTH</u>	<u>ADULT</u>
Daylight Use:	\$90.00	\$110.00
Use of Lights:	\$110.00	\$130.00

ADULT USE - SYNTHETIC FIELD

Additional Staff Fees may apply

	<u>MINI</u> 149 feet or less Hourly Rate	<u>SMALL</u> 150-229 feet Hourly Rate	<u>MEDIUM</u> 230-289 feet Hourly Rate	<u>LARGE</u> 290+ feet Hourly Rate
Field Size:				
Daylight Use:	\$40.00 \$45.00	\$50.00	\$55.00	\$60.00
Use of Lights:	\$50.00 \$55.00	\$60.00	\$65.00	\$70.00

ADULTS

Ball Diamonds, Outdoor Basketball Courts, Multi-Purpose Fields (except for Soccer use)

	Independent Adult Sports Organizations Per Hour Per Field	Private Groups/Businesses Income-Generating Activity Per Hour Per Field
Daylight Play	\$35.00	\$70.00
Use of Lights	\$45.00	\$90.00

INDEPENDENT ADULT SOCCER GROUPS (excluding all other sports):

MUNI: \$10.00 per hour is to be deposited into the ~~Regional Municipal Sports Account~~ for sports facility refurbishment.
(Valley: MRPXXX65; ~~Metro/Pacific/West Shoreline: MRPXXX50~~)

Field Use Fee for Soccer (excludes synthetic turf fields)

	Independent Adult Sports Organizations Per Hour Per Field	Private Groups/Businesses Income-Generating Activity Per Hour Per Field
Daylight Play	\$45.00	\$90.00
Use of Lights	\$55.00	\$110.00

INSURANCE COVERAGE

Insurance coverage may be required. See INSURANCE REQUIREMENTS. All applications received by the Municipal Sports Section requesting Youth and/or Adult sport permits and/or special events will be evaluated by staff to determine the level of risk associated with the request. All regular, on-going permits will require insurance.

PERMITTING

The Department prioritizes the general use of outdoor sports facilities based on the following criteria in descending order:

- 1) Recreation and Parks Department organized activities.
- 2) Long term leases, film permits, conditional use, right of entry, etc.
- 3) Six month or longer revocable permits (i.e. Little Leagues).
- 4) Youth and Adult independent agency requests for permits:
 - a. Permit requests priority will go to agencies requesting to renew existing permits for the same dates as previously permitted.
 - b. New agency requests will be awarded on a first-come, first-serve basis.

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 provided the time period requested is available, and all requirements are met.

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 effort to foster good communication with Facility Directors-In-Charge to adjust game times to the needs of the community. If a facility has received special authority from their immediate supervisor to close earlier than 10:30 p.m., it is important that either the supervisor or the Director-In-Charge inform the Municipal Sports Section, so that scheduling may be adjusted for abbreviated hours.

The Municipal Sports Section will receive all applications and approve and issue permits for the use of outdoor sports fields for independent sports leagues during Municipal Sports jurisdiction. ~~The Municipal Sports Section will determine the length of the permit.~~

When “night rate” applies

- 1st Sunday in November - 2nd Saturday in March 5:00 pm (daylight savings)
- 2nd Sunday in March - August 7:30 pm
- September 7:00 pm
- October - 1st Saturday in November 6:30 pm (daylight savings)

INDEPENDENT YOUTH AND ADULT GROUPS (excluding soccer):

CANCELLATION / REFUND POLICY: PERMITS

Department cancellations due to Rain outs, Field maintenance, or Department use, will be credited or rescheduled. Non-use of the field by organization is subject to the cancellation fees below.

- A **FULL refund** will be issued if the permit or event is canceled by the Department.
- Transfers/Credits (where applicable): A 15% Administrative Fee. *(14 day minimum required for transfers/credits).*

PERMITS (200 attendees or less)

Requests 28 or more days prior to event	85% Refund of Fees
Requests 14-27 days prior to event	50% Refund of Fees
Requests 13 days or less prior to event	No Refund of Fees

More Than 2 Weeks Prior to Event

50% Refund of Fees

Less Than 2 weeks Prior to Event

No Refund of Fees

YOUTH SPORTS

refer to the COMMUNITY RECREATION CENTER section.

YOUTH SYNTHETIC FIELD

refer to COMMUNITY RECREATION CENTER section.

SPECIAL EVENT / FUNDRAISING

refer to SPECIAL EVENTS / FUNDRAISERS section.

STAFFING FEES

GENERAL

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

Expenditures from the Municipal Sports Account for Field Refurbishment must have prior authorization of a committee consisting of regional management including Superintendent, Principal Recreation Supervisor, and the Recreation Supervisor in charge of the Municipal Sports Section. Field Use Permits when Facility is normally closed (including but not limited to Saturday and Sunday nights): In addition to any of the above standard fees, the current hourly rate (see General Information section) shall be charged to cover the cost of Staff. This fee shall be deposited in Facility's MRP Fund Account.

Municipal Adult Sports Leagues - NEXT PAGE

ADULT SPORTS LEAGUES (run by Municipal Sports Section)

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

RAP General Fund: A portion of all **team** registration fees are deposited into the Recreation and Parks General Fund Account to support departmental operations. ~~This fee is charged to all adult teams, including House Leagues, and will be deposited into the Recreation and Parks General Fund.~~

Administration Fee: This fee includes, but is not limited to, the following services: league organization and administration, scheduling, coordinating league locations, officials' assignments, standings, promotion, supplies, and awards. Funds will be deposited into the applicable Municipal Sports MRP account.

YSEP: The Youth Sports Enhancement Program (YSEP) account is used to support citywide youth sports tournaments. The funds are transferred annually to the Youth Citywide Sports Board account to assist with seasonal tournaments.

Bond: All teams are required to have a bond on file to cover the cost of officials if the team forfeits a game. Bond amounts are based on the full cost of officials for 2 games. Unused portions of the bond are refundable at the end of the season if requested in writing by the bond payer. ~~The bond is used when a team does not appear for a game. In this case, officials are paid from the bond. The amount is based on the officials' fee for two games. Unused portions of the bond are refundable at the end of the season (if requested in writing by the bond payer). After three (3) years of inactivity, a bond may revert to the Municipal Sports MRP Account.~~

Officials' Fees: ~~Officials' Fees are dependent on each sport and paid directly to official(s) immediately prior to each game.~~

This fee covers the cost of officials/scorekeeper and is paid directly to the official(s) prior to each game.

~~Maintenance Fee: Used for added maintenance of facilities used for Municipal Sports programming.~~

Municipal Adult Sports Leagues Fee Breakdown - NEXT PAGE

ADULT SPORTS LEAGUES FEE BREAKDOWN

VALLEY OFFICE LEAGUES

CSY - METRO/PACIFIC/WEST LEAGUES

BASEBALL

General Fund	\$150.00
Administration (MRP X65)*	\$150.00
3 Dozen Baseballs (price may vary)	\$250.00
TOTAL COST: Returning team	<u>\$550.00</u>
Refundable Forfeit Bond	\$400.00
TOTAL COST: New Team	<u>\$950.00</u>

BASKETBALL

General Fund	\$115.00
Administration (MRP X65)*	\$150.00
TOTAL COST: Returning team	<u>\$265.00</u>
Refundable Forfeit Bond	\$240.00
TOTAL COST: New Team	<u>\$505.00</u>

SOFTBALL - Slow Pitch

General Fund	\$150.00
Administration (MRP X65)*	\$150.00
1 Dozen Baseballs (price may vary)	\$75.00
TOTAL COST: Returning team	<u>\$375.00</u>
Refundable Forfeit Bond	\$80.00
TOTAL COST: New Team	<u>\$455.00</u>

FLAG FOOTBALL

General Fund	\$115 \$150
Administration (MRP X50)*	\$210 \$175
TOTAL COST: Returning team	<u>\$325.00</u>
Refundable Forfeit Bond	\$300.00
TOTAL COST: New Team	<u>\$625.00</u>

SOCCER - 7v7

General Fund	\$115 \$100
Administration (MRP X50)*	\$135 \$150
TOTAL COST: Returning team	<u>\$250.00</u>
Refundable Forfeit Bond	\$140.00
TOTAL COST: New Team	<u>\$390.00</u>

SOCCER - 11v11

General Fund	\$150.00
Administration (MRP X50)*	\$225.00
TOTAL COST: Returning team	<u>\$375.00</u>
Refundable Forfeit Bond	\$400.00
TOTAL COST: New Team	<u>\$775.00</u>

VOLLEYBALL

General Fund	\$115.00
Administration (MRP X50)*	\$160.00
TOTAL COST: Returning team	<u>\$275.00</u>
Refundable Forfeit Bond	\$30.00
TOTAL COST: New Team	<u>\$305.00</u>

*\$10 of the administration fee per team is to be deposited into the YSEP account (MRP X60).

In addition to the above registration fees, all teams must cover **half** of the cost of the official(s) and scorekeeper.
Official's fees: paid in cash prior to each game:

Baseball:	\$100.00/team	(2 Umpires @ \$100 each)
Basketball:	\$60.00/team	(2 Referees @ \$45 each, 1 Scorekeeper @ \$30)
Softball	\$20.00/team	(1 Umpire @ \$40)
Flag Football	\$75.00/team	(3 Referees @ \$50 each)
Soccer - 7v7	\$35.00/team	(1 Referee @ \$70)
Soccer - 11v11	\$100.00/team	(1 Referee @ \$100, 2 Assistant Referees @ \$50 each)
Volleyball	\$15.00/team	(1 Referee @ \$30)

In the event of a forfeit, the forfeiting team's bond will be used to cover the **full** cost of officials/scorekeeper fees.

Officials' Bond: used when the official does not show up for an assigned game. The amount varies per sport.

ADULT SPORTS LEAGUES REFUND POLICY

A **FULL refund** will be issued if the permit or event is canceled by the Department.

The first league game constitutes the start of the program

ADULT SPORTS LEAGUES (REGISTERED AS A TEAM)

Requests 21 or more days prior to the start of the league

85% Refund of Fees

Requests 14-20 days prior to the start of the league

50% Refund of Fees

Requests 13 days or less prior to the start of the league

No Refund of Fees

ADULT SPORTS LEAGUES (REGISTERED INDIVIDUALLY) - SENIOR SOFTBALL LEAGUE

Cancellation prior to the start of the league

85% Refund of Fees

Once league has started

No Refund of fees

PICNICS

Revised ~~June 2019~~ April 2026

Reservations for use of designated picnic areas may be made for groups of any size which the facility can accommodate. ~~Reservations require an advance deposit of 50% of the total fees.~~ Permit Fees must be paid in full with permit application.

PICNIC USE FEES

Non-Refundable Reservation Fee:

\$25.00

(100% to the Facility MRP Account)

From the fees below:

\$15.00 ~~\$10.00 maintenance costs \$5.00 for replacement of barbecues~~ of the permit fees below shall be deposited into the Region Maintenance Special Fund Account.

Metro: SP89XW03 Pacific: SP89X601 Valley: SP89X401 West: SP89X701

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

		<u>Recreation Center</u>	<u>Subsidized Center</u>
Daily Rate:	Groups of 1-50	\$75.00 \$90.00	\$75.00
	Groups of 51-100	\$100.00 \$120.00	\$100.00
	Groups of 101-200	\$150.00 \$180.00	\$150.00

PICNIC/EVENTS WITH GROUPS OF 201 OR MORE refer to SPECIAL EVENTS / FUNDRAISERS.

ADDITIONAL PARK FEES

Utility Hook-Up

100% to the General Fund Account

Applies to the use of an electrical outlet/~~water use~~*

\$75.00 per day (plus staff fees as necessary)

*Water use may require additional approval and additional fees. Please work with your Chain of Command if you receive a request for water use.

Moonbounce / Inflatable

100% to be deposited into the Facility MRP Fund Account.

Standard inflatable (15'x15' or smaller)

\$30.00 per inflatable, per day

~~Large inflatable~~ (16'x16' or larger)

\$50.00 per inflatable, per day

A moonbounce permit applies to any single inflatable (jumper, obstacle course, bull ride, etc. Proof of insurance for the moonbounce/inflatable company must be verified prior to the event. This requirement can be accomplished by having the permittee or vendor's insurance broker upload proof of insurance onto the city's online insurance compliance system, KwikComply.

REFUNDABLE MAINTENANCE / SECURITY DEPOSIT

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors. The Region Superintendent may charge a maintenance deposit depending on the size and nature of the event. Refer to SPECIAL EVENTS / FUNDRAISERS.

STAFF FEES

Part-time staff fees are established in the GENERAL INFORMATION section. Full time staff fees will be charged at the current overtime rate. Additional staff fees are NOT required for permits when the recreation center is normally open for park programs, including Sundays.

Facilities where multiple permit requests occur during the same day/time, the Region Superintendent has the discretion to divide the hourly staff fee amongst the permit groups, otherwise standalone PICNIC permits require a minimum three (3) hour staffing fee. Staff must be assigned during permitted times.

CANCELLATION / REFUND POLICY

A **FULL refund** will be issued if the permit or event is canceled by the Department.

Refund applies to the **daily rate and additional charges only**. It does not apply to the \$25.00 Non-refundable reservation fee.

Requests More Than 2 Weeks 28 or more days prior to event	85% Refund of Fees
Requests More Than 2 weeks 14-27 days prior to event	50% Refund of Fees
Requests 13 days or less 2-weeks prior to event	No Refund of Fees

RACING EVENTS

Revised ~~June 2019~~ April 2026

All permits issued will be assessed a non-refundable \$25.00 permit application fee deposited into the Facility or designated Regional Special Fund/ MRP Account, whichever is the permitting agency.

Section refers to any type of race event, including but not limited to walks, runs, 5K, 10K, half/full marathons, theme runs (e.g., Fun Runs or Holiday Runs), cross country meets, triathlons, cycling events, and wheelchair races.

BASIC CHARGE FACILITY USE FEES

From the fees below:

50% to be deposited into the ~~Department of Recreation and Parks~~ General Fund Account.

50% to be deposited into the designated Region Special Fund /MRP Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>First 3 Hours*</u>	<u>First 5 Hours*</u>	<u>Each Add'l Hour</u>
<u>Youth Cross Country Meets All Schools</u>			
500 or less	\$250.00 \$300.00	---	\$60.00 \$75.00
501 or more	\$400.00		\$100.00
All Races Non-Profit Organizations			
500 or less	---	\$850.00	\$125.00
501 or more	---	\$1050.00	\$160.00
All Races For-Profit and Commercial Entities			
500 or less		\$2800.00 \$3500.00	\$300.00 \$375.00
501 or more		\$4450.00	\$475.00

*Charges also apply for set-up and clean-up time.

PAYMENT OF FEES

The total amount of all fees and deposits due shall be paid at least 60 days prior to the date of the event.

Department Sponsorship: Events must meet sponsorship criteria established in the NO-FEE-WAIVER POLICY. If granted, only use fees will be underwritten, all other fees including staff, clean-up, and vendor fees apply.

REFUNDABLE MAINTENANCE / SECURITY DEPOSIT

To be deposited into the designated Region Special/MRP Fund Account. **\$500.00 (minimum)**

The Region Superintendent and/or Maintenance Supervisor may require a larger deposit depending on the size of the group. It is the responsibility of the Permittee to keep the event area clean and free of litter during the entire event, and at the culmination. Sufficient trash receptacles (quantity and size to be approved by the Maintenance Supervisor) must be provided. If the Department does not have the required number of receptacles available, the Permittee must provide a sufficient quantity to the satisfaction of the Maintenance Supervisor.

If, in the opinion of the Maintenance Supervisor, a dumpster is required to accommodate the anticipated trash, the Permittee is responsible for providing a dumpster and ensuring that trash receptacles are regularly emptied into the dumpster during the event.

ADDITIONAL CHARGES

Reservation Fee

\$85.00

Vendor Fees:

refer to the SPECIAL EVENTS /
FUNDRAISER section.

*Portable Restrooms may be required:
FUNDRAISER section.
~~of the event organizer.~~

refer to the SPECIAL EVENTS /

CANCELLATION FEE

~~More Than 2 Weeks Prior to Event~~

~~50% Refund of Fees~~

~~Less Than 2 weeks Prior to Event~~

~~No Refund of Fees~~

CANCELLATION / REFUND POLICY:

Non-use of the area without prior notice by the organization is subject to the cancellation fees below.

Transfers/Credits (where applicable): A 15% Administrative Fee. *(14 day minimum required for transfers/credits).*

RACING EVENT (500 participants or less)

Requests 28 or more days prior to the event	85% Refund of Fees
Requests 14-27 days prior to the event	50% Refund of Fees
Requests 7-13 days prior to the event	20% Refund of Fees
6 days or less prior to the event	No Refund of Fees

RACING EVENT (501 participants or more)

Requests 168 or more days prior to event <i>(24+ weeks)</i>	85% Refund of Fees
Requests 84-167 days prior to event <i>(less than 24 weeks)</i>	50% Refund of Fees
Requests 28-83 days prior to event <i>(less than 12 weeks)</i>	20% Refund of Fees
Requests less than 27 days prior to event <i>(less than 4 weeks)</i>	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring, 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.

SENIOR CITIZEN CENTER

Revised ~~June 2019~~ April 2026

Anderson Memorial SCC	Betty Hill SCC	Boyle Heights SCC
Canoga Park 50+ Adult Center	Claude Pepper SCC	El Sereno SCC
Fairfax SCC	Felicia Mahood MPC	Glassell Park SCC
Griffith Park Adult Community Center	Highland Park Adult SCC	Las Palmas SCC
Lincoln Heights SCC	Lou Costello SCC	Mid-Valley SCC
Montecito Heights SCC	North Hollywood SCC	Pan Pacific SCC
Robert M. Wilkinson MPC	Slauson SCC	Sunland SCC
Vineyard SCC	Watts SCC	Westchester SCC
South Los Angeles Sports Activity Center		
Sherman Oaks East Valley Adult Center (SOEVAC)		

The following fees shall govern all Senior Citizen Centers with the exception of the Ahmanson Senior Citizen Center at **EXPO CENTER**.

All permits issued ~~for outdoor sports facilities~~ will be assessed a **\$25.00 permit application fee** deposited into the Facility MRP Fund ~~Refurbishment~~ Account.

SPECIAL "MEMBER" RATES

Members registered with a senior citizen center shall pay fees in accordance with the rates set forth in the "Community Recreation Center" section for senior citizen events only (see appropriate pages for fee information).

FACILITY USE FEES

50% of fees to be deposited into the ~~Department of Recreation and Parks~~ General Fund Account.

50% of fees to be deposited into the Facility MRP Fund Account.

Reservations require an advance deposit of 50% of the total fees.

FACILITY USE FEES

	<u>Basic Rate</u>		<u>Income Generating Rate*</u>	
	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>
Auditorium	\$500.00	\$100.00	\$800.00	\$200.00
Class Room, Lounge	\$300.00	\$75.00	\$600.00	\$150.00
Lunch Room				

WATTS SENIOR CENTER

Outdoor Events &	\$250.00	\$50.00	----	----
Rose Garden Weddings				
Atrium	\$150.00	\$35.00	----	----

**Income generating rates apply to any event charging fees or collecting donations.*

Kitchen Rental: ~~\$75.00~~ \$90.00

ADDITIONAL CHARGES

100% of fees below to be deposited into the Facility MRP Fund Account.

Gatherings with Refreshments: \$30.00

Public Address System Set-Up: \$75.00 (where available)

<u>Table Rental:</u>	<u>Senior Citizen Center</u>
Less than 10 (where available)	\$90.00
10 or more (where available)	\$120.00

<u>Chair Rental:</u>	
50 or less	\$50.00
51-100 (where available)	\$75.00
101 or more (where available)	\$125.00

NON-REFUNDABLE MAINTENANCE / SECURITY DEPOSIT

100% to be deposited into the Facility MRP Fund Account.

Refundable Maintenance Security Deposit (minimum) ~~\$150.00~~ \$100.00

~~Non-Refundable Maintenance / Security Deposit~~

This fee should only be refunded if **there are no damages and** the permittee performed basic clean-up and litter pick-up. ~~If not, the amount shall be transferred left into the Center MRP Fund Account.~~ The permittee may be charged a larger deposit depending on the size of the activity/event.

At the discretion of the Region Superintendent, some events and/or activities may require additional maintenance, security, traffic control, and/or event monitor, due to size, location, scope of activities, and/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 for the classification required.

CANCELLATION / REFUND POLICY

A **FULL refund** will be issued if the permit or event is canceled by the Department.

PERMITS (200 attendees or less)

Requests 28 or more days prior to event	85% Refund of Fees
Requests 14-27 days prior to event	50% Refund of Fees
Requests 13 days or less 2-weeks prior to event	No Refund of Fees

SPECIAL EVENTS (201- 999 attendees)

Requests 28+ days or more days prior to the event	85% Refund of Fees
Requests 14-27 days prior to the event	50% Refund of Fees
Requests 7-13 days prior to the event	20% Refund of Fees
Requests 6 days prior to the event	No Refund of Fees

CANCELLATION FEE

More Than 2 Weeks Prior to Event

Less Than 2 Weeks Prior to Event

50% Refund of Fees

No Refund of Fees

ADDITIONAL REQUIREMENTS

See WEDDINGS AND SOCIAL GATHERINGS – Additional Requirements.

STAFF FEES

At the direction of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring, due to size, location, scope of activities, or other factors. Part-time fees are established in the GENERAL INFORMATION section.

Full-time staff fees will be charged at the current overtime rate.

FLEX RATE

To encourage increased utilization of the facility during periods of low demand, the Region Superintendent may authorize a **20% discount** on the approved base and hourly rates for facility use. This discount may be applied to permit requests **submitted at least thirty (30) days in advance** of the requested use date. The discount will be granted in increments of thirty (30) days, subject to availability and administrative approval.

~~For the purpose of increasing utilization of facility by the public when demand is low, the Region Superintendent may extend a discount of 20% off the approved base and hourly rates for increments of thirty (30) days. The decision to extend the 20% discount shall be based on analysis of past performances in the subject thirty (30) day period showing less than 50% utilization, and/or results of previous use of Flex Rate pricing if applicable, and/or preliminary data on paid reservations within sixty (60) days showing less than 50% utilization. The Region Superintendent may authorize application of the Flex Rate for multiple and concurrent thirty (30) day periods.~~

SPECIAL EVENTS / FUNDRAISERS

Revised ~~June 2019~~ April 2026

All permits issued will be assessed a non-refundable **\$25.00** permit application fee deposited into the Facility or Regional MRP Fund Account, whichever is the permitting agency.

Special events include, but are not limited to public service activities, arts and crafts shows/exhibitions, baseball card shows, cultural fairs, white elephant sales, festivals, and fiestas. Fees are to be charged for each area used and for each activity as applicable.

Reservations require an advance deposit of 50% of the total fees. **Full payment must be made 30 days prior to the event.**

FACILITY USE FEES

From the fees below:

90% ~~\$100~~ to be deposited into the ~~Department of Recreation and Parks~~ General Fund Account.

10% to be deposited into the Facility MRP Fund Account.

OPEN SPACE - OUTDOOR (Exclusive Use)

<u>Anticipated Attendance</u>	<u>Use Fee</u> Basic Daily Rate Free Admission	<u>Use Fee</u> Income Generating Admission Charged
1-250 1 - 100	\$100.00	\$200.00
101 - 250 200	\$150.00 \$200.00	\$300.00 \$400.00
251 201 - 500	\$300.00 \$400.00	\$600.00 \$800.00
501 - 999	\$700.00 \$800.00	\$1,400.00 \$1,600.00
1,001 1,000 or more	\$1,000.00 \$1,200.00 minimum*	Negotiable by the Regional Superintendent**

*The minimum negotiated fee for each additional 1,000 attendees is ~~\$150.00~~ **\$300.00**.

The minimum negotiated fee for each additional 1,000 attendees is ~~\$300.00~~ **\$600.00.

VENDOR FEES

100% to be deposited into the Facility MRP Fund Account.

	<u>Rate Per Day, Per Booth/Space</u> <u>10 x 10 Equivalent Area</u>
Public Agency/Education Booths (no sales of any kind) <i>i.e. library.</i>	No Fee
Non-Profit Organizations (may have sales) <i>i.e. pet adoption agencies.</i>	\$50.00 \$65.00
For-Profit Organizations (may have sales) <i>i.e. local small businesses.</i>	\$100.00 \$130.00
Commercial Entities (purpose is display of company/logo/product/name and/or commercial sales are conducted) <i>i.e. Target, Toyota, food trucks, food vendors (for profit).</i>	\$200.00 \$260.00*

**Depending on the number of anticipated attendees, the commercial rate may be increased at the discretion*

of the Region Superintendent.

MAINTENANCE / SECURITY DEPOSIT

20% of the total Maintenance / Security Deposit is non-refundable and should be deposited into the Facility / Region MRP Fund Account. **\$500.00 (minimum)**

~~80% is a refundable Maintenance Fee.~~

The Region Superintendent ~~If the Director in Charge (DIC)~~ and/or Maintenance Supervisor may ~~charge more~~ require a larger deposit depending on the size of the group. ~~believe that the above amount will not be sufficient to fully cover clean up costs, a higher refundable deposit may be charged.~~

It is the responsibility of the Permittee to keep the event area clean and free of litter during the entire event, and at the culmination. Sufficient trash receptacles (quantity and size to be approved by the Maintenance Supervisor) must be provided. If the Department does not have the required number of receptacles available, the Permittee must provide a sufficient quantity to the satisfaction of the Maintenance Supervisor.

If, in the opinion of the Maintenance Supervisor, a dumpster is required to accommodate the anticipated trash, the Permittee is responsible for providing a dumpster and ensuring that trash receptacles are regularly emptied into the dumpster during the event.

PROMOTIONAL BANNER

100% to be deposited into the Facility MRP Fund Account. **\$25.00** per day, per banner

Displayed on Department property no more than two weeks prior to the special event. The banner shall be for the sole promotion of a permitted special event (e.g., racing event, festival, fundraiser). Banners are not permitted for commercial or sponsorship purposes. Size, language, quantity, and placement of banners must be reviewed by the Region Superintendent prior to approval. *The Permittee assumes full responsibility for the installation and maintenance of the banner(s). The date and method of installation and date of removal require prior approval from the Department. The Department is not liable for any damages, theft, or any acts of vandalism or tampering that may occur.*

MOONBOUNCE / INFLATABLE

100% to be deposited into the Facility MRP Fund Account.

Standard inflatable (15'x15' or smaller)

\$25.00 per inflatable, per day

Large inflatable (16'x16' or larger)

\$50.00 per inflatable, per day

A moonbounce permit applies to any single inflatable (jumper, obstacle course, bull ride, etc. Proof of insurance for the moonbounce / inflatable company must be verified prior to the event. This requirement can be accomplished by having the permittee or vendor's insurance broker upload proof of insurance onto the City's online insurance compliance system, KwikComply.

ALCOHOL SALES

The alcohol surcharge fee shall not be less than 20% of gross alcohol sales. Of that percentage, fees will be deposited as listed below:

75% of alcohol sales surcharge to be deposited into the Facility MRP Fund Account.

25% of alcohol sales surcharge to be deposited into the General Fund Account.

See the ALCOHOLIC BEVERAGES section for requirement and further details.

ADDITIONAL PARK FEES

Utility Hook-Up

100% to the General Fund Account

Applies to the use of an electrical outlet / *water use**

\$75.00 per day (plus staff fees as necessary)

SPECIAL EVENTS/FUNDRAISERS

*Water use may require additional approval and additional fees. Please work with your Chain of Command if you receive a request for water use.

Water Truck Fee

100% to be deposited into the Facility or Regional MRP Fund Account.

	<u>First 4 hours</u>	<u>Each Add'l Hour</u>
Flat Rate (water included)	\$400.00	\$82.00 (operator rate)

Parking Lot / Parking Space Fees

50% deposited into the General Fund Account.

50% deposited into the Region Maintenance Special Fund Account.

Valley: SP89X401 Metro: SP89XW03 Pacific: SP89X601 West: SP89X701

Per parking space / per calendar day (during park hours of operation).

~~For special event purposes.~~ Long-term parking is not available on a continuing or long-term basis unless a formal agreement has been executed. Parking lots can be leased for exclusive use under special circumstances at the discretion of the Region Superintendent. In such cases, a flat fee will be negotiated as applicable.

<u>Base Rate</u>	<u>Income Generating*</u>
-\$2.00 \$4.00	\$10.00

*Income Generating rate applies when the event organizer is charging the public for parking.

BANDSHELL / AMPHITHEATRE USE

refer to BANDSHELLS AND AMPHITHEATERS - GENERAL section.

OUTDOOR FIELDS

For **athletic use** refer to the COMMUNITY RECREATION CENTER section or Center-specific section.

For **non-athletic use**, the Open Space (Exclusive Use) daily rate applies.

PICNICS WITH GROUPS OF 200 OR LESS

refer to the PICNIC section.

INDOOR SPACES - (Exclusive Use)

For indoor spaces for both athletic and non-athletic use

refer to the COMMUNITY RECREATION CENTER section or Center-specific section.

RUNNING, WALKING, AND RACING EVENTS

refer to the RACING EVENTS section.

INSURANCE

~~Some~~ All Special Events require General Liability insurance. Some events may require additional coverage. Examples include, but are limited to:

- The estimated attendance is in excess of 1,000 persons.
- Large amounts of cash (\$5,000+) or quantities of merchandise will be brought onto park property.
- Large quantities of food will be prepared on the premises or catered and sold to the general public.

Permitted activities may not begin until Proof of Insurance is accepted by the City Risk Manager. This can be accomplished by having the permittee or contractor's insurance broker upload proof of insurance that meets the requirements onto KwikComply.org. ~~Allow 30 days for this approval.~~ The standard *A Certificate Approval Number* will be provided when proof of insurance has successfully been uploaded to KwikComply. This is the only method for the submission of proof of insurance. Providing this information directly to any RAP staff is not acceptable. The City must be named as an additional insured on general liability policies. RAP staff may

also contact RAP Risk Management at rap.riskmgmt@lacity.org with any questions.

See the INSURANCE REQUIREMENTS section for further details.

PORTABLE PUBLIC SANITARY FACILITIES

The Department of Recreation and Parks meets the Health Department Standard for portable restrooms.

~~One (1) Minimum of four (4) toilets with one (1) wash station for every 200 (or fraction of) expected attendance of < 500 people.~~

For every 250 (or fraction of) expected attendance:

- (2)-Standard portable restroom
- (1)-ADA portable restroom
- (1)-Wash Station for every four portables

For COMMUNITY EVENTS with 500 or more anticipated attendees, OR for events longer than 4 hours, see the *Public Toilet Facilities* section in the LACDPH recommended guidelines.

<http://www.publichealth.lacounty.gov/eh/docs/permit/community-event-requirements-checklist.pdf>

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring, due to size, location, scope of activities, and/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.

CARNIVAL (Rides and Game Booths)

If a Permittee requests to add rides and/or game booths to an event, that portion of the event is classified as a “carnival”. The Permittee’s carnival activities must be conducted by a Department-approved carnival operator and such activities shall be subject to the Department’s carnival policies, procedures and fees (refer to Department Instruction No. 321 and the Schedule of Rates and Fees, “Carnivals”).

PERMIT PROCEDURES

It is the responsibility of the Director-in-Charge or Region designee to collect and review all required paperwork (including the Special Event Worksheet, Insurance, and Plot Plan), permit fees, and approvals including, but not limited to, Maintenance, Fire Department, Police Department, Park Rangers, County Health Department, Department of Building and Safety, Bureau of Street Services, etc.

CANCELLATION / REFUND POLICY

A FULL refund will be issued if the permit or event is canceled by the Department.

Refund does not apply to the non-refundable \$25.00 permit application fee and 20% of the Maintenance/Security Deposit.

SPECIAL EVENTS (200 attendees or less)

Requests More Than 2 Weeks 28 or more days prior to event	85% Refund of Fees
Requests More Than 2 weeks 14-27 days prior to event	50% Refund of Fees
Requests 13 days or less 2 weeks prior to event	No Refund of Fees

SPECIAL EVENTS (201- 999 attendees)

Requests 28 or more days prior to the event	85% Refund of Fees
Requests 14-27 days prior to the event	50% Refund of Fees
Requests 7-13 days prior to the event	20% Refund of Fees
Requests 6 days or less to the event	No Refund of Fees

SPECIAL EVENTS (1000+ attendees)

Requests 168 or more days prior to event (<i>24+ weeks</i>)	85% Refund of Fees
Requests 84-167 days prior to event (<i>less than 24 weeks</i>)	50% Refund of Fees
Requests 28-83 days prior to event (<i>less than 12 weeks</i>)	20% Refund of Fees
Requests less than 27 days prior to event (<i>less than 4 weeks</i>)	No Refund of Fees

AMPLIFIED SOUND

LAMC Section 63.44.B.4 - Prohibits any person from using amplified sound anywhere within a park except in locations that RAP sets aside for such purpose. That prohibition does not apply to normal use of portable radios, televisions, record players or tape recorders played or operated in such places and at such times so as not to disturb other persons in their permitted uses of the park.

LAMC Section 63.44.B.5 - No person shall hold or conduct any musical event or concert in which any sound amplifying system is utilized without first obtaining a written permit from RAP.

LAMC Section 115.02 - The operation or use of sound amplifying equipment for noncommercial purposes within 500 feet of a residential zone is prohibited between the hours of 4:30 p.m. and 9:00 a.m. of the following day. Sound shall not be audible at a distance in excess of 200 feet from the sound equipment. Prohibition does not apply to RAP or RAP permittees if the permit matches the above.

LAMC Section 41.57 - Prohibits amplified sounds in any park that result in "loud and raucous noise," which is defined to mean any sound or any recording thereof when amplified or increased by any electrical, mechanical, or other device to such volume, intensity or carrying power as to unreasonably interfere with the peace and quiet of other persons within or upon any one or more of such places or areas, or as to unreasonably annoy, disturb, impair or endanger the comfort, repose, health, or safety of other persons within or upon any one or more of such places or areas.

RESIDENTIAL CAMPS
Revised ~~June 2019~~ April 2026

CAMP SEELY

RESERVATION POLICY AND PROCEDURES

Reservations for all camps are on a first-come, first served basis.

Week-long and weekend reservations will be accepted **six (6)** months in advance by calling the Camping Office at (323) 664-0571. **Single-day** reservations will be accepted **two (2)** months in advance. If the exact date falls on a weekend or holiday, the reservation will be advanced to the next working day.

Reservations are not confirmed until a signed application and deposit are received.

FACILITY USE FEES

From the fees below:

20% of camp fees to be deposited into the Camping Section Surcharge Account. Acct #89350K

~~\$8.00~~ ~~\$3.00~~ per person/per night to be deposited into the Camp Seely MRP Fund Account for ~~additional staffing and~~ camp upkeep and cleaning. MRPXX715.

A) WEEK-LONG RENTAL USE FEES (Sunday – Saturday)

Summer Basic Rental: (1 – 150 persons) **\$13,500.00 per week**

Call facility for Summer availability. (Approximately June - August)
~~(June 1 – Sept. 1)~~ **~~\$12,000.00 per week~~**

Each Additional Person - (275 person maximum) **\$100.00 per week**

Lifeguard ~~costs~~ (2 lifeguards) are included in the Week-Long Rental Use Fees. ~~Summer Basic Rental, week-long out-of-town camp fees.~~ Additional lifeguards: ~~Fees for a second lifeguard are \$100.00~~ **\$50.00** per hour (minimum of 5 hours). ~~\$50.00 for each additional hour.~~

Camp Seely pool is available mid June - mid August.

Monday through Friday, 8 hours per day. (times will vary depending on the permit group)

Rental Deposit (to hold the date): **\$3,000 minimum**

~~Reservations require an advance deposit of 20% of the total fees.~~ ~~\$2,400.00~~

Balance of rental fees is due four (4) weeks prior to the start of permit. ~~upon arrival at camp.~~ Any additional accumulated fees must be paid within seven (7) days of invoice.

~~Refundable Security Deposit (Week-long Reservations)~~ **~~\$500.00~~**

~~Refundable Security Deposit (Overnight Reservations)~~ **~~\$250.00~~**

Security Maintenance Deposit:

Maintenance Deposit (minimum)* **~~\$500.00~~ \$1000.00**

20% is a non-refundable Maintenance Fee (\$200.00)

80% is refundable, similar to the Special Events (\$800.00)

The non-refundable Security Maintenance Fee is to be deposited in the Camp Seely MRP Fund Account. Remaining funds to be deposited into the Department of Recreation and Parks General Fund Account.

*The Region Superintendent may charge more depending on the size of the group.

B) OVERNIGHT / WEEKEND RENTAL USE FEES (Friday – Sunday)

~~Weekend Reservations Overnight~~

Winter Basic Rental: Off Season (1 – 150 persons) **\$3,125** per night
Camp Closed Mid November - Mid March

Each Additional Person (275 person maximum) ~~\$20.00~~ **\$25.00** per night

Rental Deposit (to hold the date):

~~Reservations require an advance deposit of 20% of the total fees.~~ **\$1000.00**

Balance of rental fees is due four (4) weeks prior to the start of permit. ~~upon arrival at camp.~~ All additional accumulated fees must be paid within seven (7) days of invoice.

Security Maintenance Deposit:

Maintenance Deposit (minimum)* ~~\$500.00~~ **\$1000.00**

20% is non-refundable ~~Maintenance Fee.~~ (\$200.00)

80% is refundable ~~similar to the Special Events fee.~~ (\$800.00)

*The Region Superintendent may charge more depending on the size of the event.

C) DAY RENTAL USE FEES: (9:00am - 5:00pm) upon availability

Lodge Rental (~~8 hours maximum~~) (4 hour minimum)

	<u>Basic Fee - First 4 Hours</u>	<u>Each Add'l Hour</u>
25 person maximum	\$100.00 \$200.00	\$25.00 \$50.00
50 person maximum	\$140.00 \$300.00	\$35.00 \$75.00
100 person maximum	\$200.00 \$400.00	\$50.00 \$100.00

Kitchen/Dining Hall ~~\$125.00~~ **\$150/per day**

Department sponsored groups are allowed to use the kitchen free of charge with day rental permits.

Rental Deposit (to hold the date):

Reservations require an advance deposit of 20% of the total fees.

Balance of rental fees is due four (4) weeks prior to the start of permit. ~~upon arrival at camp.~~ Any additional accumulated fees must be paid within seven (7) days of invoice.

Security Maintenance Deposit:

Maintenance Deposit (minimum)* ~~\$500.00~~ **\$150.00**

20% is non-refundable ~~Maintenance Fee.~~ (\$30.00)

80% is refundable, ~~similar to the Special Events fee.~~ (\$120.00)

*The Region Superintendent may charge more depending on the size of the event.

ADDITIONAL CAMP FEES

Early Arrival / Late Departure Fee:

Week-long (A): Check-in time 2:00 p.m. on Sundays.
Check-out time is ~~2:00pm~~ **12:00 p.m.** on Saturdays.

Overnight / Weekend (B): Check-in time 4:00 p.m. (first day of permit)
Check-out time 2:00 p.m. (final day of permit)

Week-long (A) and Weekend (B) a charge of 50% of the basic fee for one night will be made for campers arriving one day early or leaving one day late subject to the approval of the Camp Manager.

*A charge of \$5.00 per person will be levied for each hour a group remains in camp beyond the check out time (minimum of **\$250.00** charge per hour).

Recreation Vehicles – Overnight Fee:

100% of the fee to be deposited into the Camp Seely MRP Fund Account.

Overnight / Day Fee: **\$20.00 per vehicle / per day**
A vehicle towing a trailer is considered one vehicle.

Parking Lot Fee: **\$300.00** per day.
Parking lot included with rental permit.

The Region Superintendent may charge more depending on the request.

Security/Clean-up Deposit (~~Negotiable~~) ~~\$50.00~~ **\$100.00 (minimum)**

This fee shall not include services such as electrical hook-up, water or waste disposal. All permits shall include a notation that tents or any other type of structures are prohibited. No camping allowed.

SPECIAL RATES

Wait List / Stand by: ~~Late Stand-by Rate:~~ Groups interested in a reserved date will be placed on a waitlist. If date(s) becomes available, the group will be offered 50% off the basic minimum fee. These reservations will be offered within one month of the desired date(s). Not valid with any other discount offer.

Department Sponsored Groups: ~~Special Group Rates:~~ A special rate of 50% of the winter basic rental fee is available to Senior Citizen Adult Centers, Recreation Center youth programs, CLASS Parks, etc. ~~senior citizens, Recreation Center groups and Adaptive persons.~~

SPECIAL NOTE

Fees at any camp may be amended for unusual circumstances, ~~but only~~ with the approval of the Assistant General Manager or designee. ~~Weekend Group Rental does not include lifeguards, and is not guaranteed.~~

PERMIT CANCELLATION / REFUND POLICY

A **FULL refund** will be issued if the permit or event is canceled by the Department.

Requests ~~More Than 2 Weeks~~ **28 or more days** prior to event **85% Refund of Rental Deposit Fees**
Requests ~~More Than 2 weeks~~ **14-27 days** prior to event **50% Refund of Total Fees paid**
Requests ~~2 weeks~~ **13 days or less** prior to event **No Refund of Fees**

~~More Than 2 Weeks Prior to Event~~

~~50% Refund of Fees~~

~~Less Than 2 Weeks Prior to Event~~

~~No Refund of Fee~~

Camping Section ~~Group~~ Family Outings at Camp Seely

From the fees below:

~~\$30.00~~ **\$60.00** to be deposited into the Camp **Seely** MRP Fund Account. MRPXX715.

2 nights lodging with 5 meals, snacks, insurance, and programs, with adult supervision (i.e. Family Outings). ~~\$110.00-\$130.00~~ **\$150.00 - 200.00** per person

1 night lodging with 4 meals, snacks, insurance, and programs, with adult supervision (i.e. Family Outings). ~~\$65.00~~ **\$95.00 - \$125.00** per person

CANCELLATION / REFUND for Family Outings at Seely.

A **FULL refund** will be issued if the permit or event is canceled by the Department.

Requests **14+ days** prior to the start of the program 85% Refund of Fees

Requests **7-13 days** prior to the start of the program 50% Refund of Fees

Requests **6 days or less** prior to the start of the program No Refund of Fees

The first day of the camp session or program constitutes the start of the program.

GRIFFITH PARK BOYS AND HOLLYWOODLAND GIRLS CAMPS (In-Town Camps)

Reservations for all camps are on a first-come, first served basis.

- Overnight stays for two night reservations will be accepted **six (6) months** in advance.
- Overnight stays for one night reservations will be accepted **four (4) months** in advance.
- Day use reservations will be accepted **two (2) months** in advance.

If the exact date falls on a weekend or holiday, the reservation will be advanced to the next working day. Reservations are not confirmed until receipt of a signed application and deposit.

Our facilities are designed for group *cabin* camping. ~~Staff-operated-summer-and-weekend-programs. Open to Reservations are available when camp programs are not in session. by public groups in fall, winter, and spring.~~

FACILITY USE FEES

From the fees below:

20% of **in-town residential** camp fees to be deposited into the Camp Surcharge Account. #89350K

Remaining funds to be deposited into the ~~Department of Recreation and Parks~~ General Fund Account.

Kitchen/Meals: The use of the kitchen is **not** included in camp fees. If meals are not provided by camp staff, other arrangements must be approved by the Camp Director prior to the issuance of the permit. If meals are being provided, full payment of the food costs needs to be made 14 days prior to the first day of the reservation.

A) Day Rental: (Available between 9:00 a.m. to 5:00 p.m.)

Rental includes: Exclusive use of camp lodge and grounds.

Griffith Park Boys Camp: includes use of the dining hall, outdoor craft area and field. Does not include cabins or additional camp amenities.

Camp Hollywoodland: includes the use of the dining hall, lawn area, outdoor volleyball court, picnic benches. Does not include cabins or additional camp amenities.

Griffith Park Camp	50 person minimum for exclusive use	150 person maximum
Camp Hollywoodland	75 person minimum for exclusive use	180 person maximum

Monday - Thursday	<u>First 2 Hours</u> \$300.00 \$400.00	<u>Each Add'l Hour</u> \$125.00 (plus staff fees)
Friday - Sunday	<u>First 4 Hours</u> \$800.00	<u>Each Add'l Hour</u> \$150.00 (plus staff fees)
Rental Deposit:	50% \$250.00 (due within 10 days of making the reservation)	

Security Maintenance Deposit: **\$500.00** (due in addition to the \$250 rental deposit)
 20% is non-refundable (\$100.00) ~~Maintenance Fee.~~
 80% is refundable (\$400.00) ~~similar to the Special Events fee.~~

See miscellaneous section below for additional amenities.

B) Overnight Rental:

From the fees below:

\$400.00 ~~\$350.00~~ of each night's rental fee to be deposited into the Boys or Girls Camp MRP Fund Account for overnight staffing.

\$5.00 ~~\$3.00~~ per person / per night to be deposited into the Boys or Girls Camp MRP Fund Account for additional staffing, for camp upkeep and cleaning.

Rental includes: Exclusive use of camp lodge or meeting room, open outdoor spaces, and cabins, (based on the number of people enrolled, additional cabins may be made available, up to the facility's maximum capacity.

Griffith Park Camp ~~One cabin has~~ Cabins have a 10 person capacity (110 person maximum)
 Camp Hollywoodland ~~One cabin has~~ Cabins have an 18 person capacity (180 person maximum)

50 persons (minimum) ~~\$1,250.00~~ **\$1500.00** per night
 Each additional person ~~\$20.00~~ **\$25.00** per person, per night

Rental Deposit of ~~\$1,250.00~~ **\$1,500.00** is due within 10 days of making the reservation. ~~An additional deposit may be required two weeks prior deposits are determined by the Camp Director.~~

Security Maintenance Deposit: ~~\$500.00~~ **\$1000.00** (due in addition to the \$1,500 rental deposit)

20% is ~~a~~ **non-refundable** (\$200.00) ~~Maintenance Fee.~~
 80% is **refundable** (\$800.00) ~~similar to the Special Events fee.~~

See miscellaneous section below for additional amenities.

Charge per Meal: 50 meal minimum.

~~\$4.00~~ - **\$6.00** of each meal charge to be deposited into the Boys or Girls Camp MRP Fund Account.
 The remaining funds are deposited into the Department of Recreation and Parks General Fund Account.

Basic Options: Meals from Menu Selection

Breakfast	\$10.00 \$12 per person
Lunch	\$12.00 \$15 per person
Dinner	\$15.00 \$18 per person

Specialty Meals: (price based on food selection, availability and cost)

Lunch	\$13.00—\$20.00 \$16 - \$30 per person
Dinner	\$20.00—\$30.00 \$25 - \$40 per person

ADDITIONAL CHARGES: IN-TOWN RESIDENTAL CAMPS

Early Arrivals / Late Departures

Weekends: Check-in time 4:00 p.m.
Check-out time 12:00 p.m.

A charge of \$5.00 per person will be levied for each hour a group remains in camp beyond the check-out time (minimum of \$250.00 charge per hour). To be deposited into the Boys/Girls Camp MRP Fund Account.

Miscellaneous:

From the fees below:

100% to be deposited into the Boys/Girls Camp MRP Fund Account.

Use of Cabins (beyond use for sleeping, or for day rental)	\$75.00 \$75 per cabin
T.V. and D.V.D.	\$100.00 \$100 per day
P.A. System	\$75.00 \$75.00 per day
Coffee	\$50.00 \$50.00 per 100 cup pot
Gate Monitor Park Ranger - minimum of 4 hours	\$50.00 \$50.00 per hour

Seasonal Lifeguards: 2+ lifeguards	\$100.00 \$250.00 for 5 hours
per 50 people (if available).	\$30.00 \$50.00 (each add'l hour)

Additional costs may be required for pool operation.

Use of Ropes Course, Climbing Wall, or Leap of Faith	\$500.00 \$500.00 per element/per day (plus staff fees)
Archery	\$100.00 \$200.00 per day (plus staff fees)
Staff fee:	refer to GENERAL INFORMATION for rate

From the fees below:

100% to be deposited into the ~~Department of Recreation and Parks~~ General Fund Account.

Scan	\$2.00 \$1.00 per page
Copies	\$0.25 \$1.00 per copy
Gas Fire / Fire Wood (when available)	\$7.50 \$15.00 per campfire (plus staff fees)
Snacks	\$3.50—\$5.00 \$4.00 - \$6.00 per person

Board of Education:

~~Board of Education fees are submitted and approved by the Recreation and Park Board of Commissioners.~~

CANCELLATION / REFUND POLICY

A FULL refund will be issued if the permit or event is canceled by the Department.

No refund of food/meal charges (where applicable) will be given.

Food/meal charges only apply to Camp Hollywoodland and Griffith Park Boys Camp.

Requests More Than 2 Weeks 28 or more days prior to event	85% Refund of Fees (<i>refund of the initial deposit</i>)
Requests More Than 2 weeks 14-27 days prior to event	50% Refund of Fees (<i>refund of the initial deposit</i>)
Requests 13 days or less 2-weeks prior to event	No Refund of Fees

~~All reservation fees paid, minus 20% 25% of initial deposit, will be refunded if canceled at least one month prior to the arrival date.~~

~~All reservation fees paid, minus 50% of initial deposit, will be refunded if canceled less than one month prior to arrival date.~~

SPECIAL NOTE

Fees at any camp may be amended for unusual circumstances; ~~but only~~ with the approval of the **Assistant** General Manager or designee.

CAMPING SECTION RECREATIONAL PROGRAMS

Week-long Camp: ~~Basic Camp Session~~

From the fees below:

\$200.00 ~~\$150.00~~ to be deposited into the ~~Department of Recreation and Parks~~ General Fund Account.
Remaining funds to be deposited into the ~~recreation center~~ Facility MRP Account.

- (4) nights lodging with 13 meals, snacks, insurance, supervision, programs and supplies. ~~\$450.00—\$600.00~~
\$600.00-\$900.00

Fees determined by camp staff based on field trips, planned programs and special events during the camp week.

Overnight/weekends at Camp Hollywoodland and Griffith Park Boys Camp:

From the fees below:

\$40.00 ~~\$30.00~~ to be deposited into the ~~Department of Recreation and Parks~~ General Fund Account.
Remaining funds to be deposited into the Facility MRP Account.

- (2) nights lodging with 5 meals, snacks, insurance, supervision, and program (i.e. Girls Getaway/Boys Getaway) ~~\$120.00—\$150.00~~ **\$150.00 - \$200.00**
per person
- (2) nights lodging with 5 meals, snacks, insurance, supervision, and program (i.e. Mother / Daughter Weekend) ~~\$110.00—\$130.00~~ **\$130.00 - \$160.00**
per person
- (1) night lodging with 4 meals, snacks, insurance, supervision, and program (i.e. Mommy and Me) ~~\$65.00—~~ **\$75.00 - \$100.00**
per person

CANCELLATION / REFUND POLICY for weekend/weeklong camps

A **FULL refund** will be issued if the permit or event is canceled by the Department.

Requests 14+ days prior to the start of the program	85% Refund of Fees
Requests 7-13 days prior to the start of the program	50% Refund of Fees

Requests **6 days or less** prior to the start of the program No Refund of Fees

The first day of the camp session constitutes the start of the program.

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

Late Charge:

There will be a \$50.00 late charge to youth campers that are not pre-registered by designated dates.

Special Promotional Discount:

Griffith Park Boys Camp and Camp Hollywoodland may offer publicized special promotional camp programs at a discount not to exceed 15% of the basic fee, with the approval of the Assistant General Manager or designee.

Department Day Camp Programs:

Griffith Park Boys Camp and Camp Hollywoodland may be used during the day for Department programs at no charge. Check with Camp Directors for availability of camp and lifeguard. Additional fees are required for meals, supplies, and staffing (if necessary).

City Department Rental:

Griffith Park Boys Camp and Camp Hollywoodland may be used on weekdays, during the day (not to exceed eight (8) hours) for official City use by other City of Los Angeles Departments for a special fee of 50% of the advertised rate, plus the cost of meals, supplies, additional site activities, and staff (if necessary).

Camping Section Catering:

- 1) Catering menu options provided upon request; pricing based on current industry costs.
- 2) Annual Catered Events: Senior 90+, CLASS Parks Fright Night, Pershing Square Holiday Ice Rink, Salute to Recreation.
- 3) Blackout Dates: **May 1- August 31.**
- 4) Contact the Camping Section Supervisor for catering requests.

VALLEY REGION - SPECIAL EVENT PARKS

Revised ~~06/08~~ ~~07/10~~ April 2026

- HANSEN DAM PARK RECREATION AREA
- LAKE BALBOA
- WOODLEY PARK
- JANE AND BERT BOECKMANN

FACILITY USE FEES

Non-Refundable Reservation Fee:

\$25.00

(100% to the Valley Region Special Fund Account - SP89X405)

From the fees below:

50% to be deposited into the Valley Region ~~Special~~ MRP Fund Account.

50% to be deposited into the ~~Department of Recreation and Parks~~ General Fund Account.

~~Reservations require an advance deposit of 50% of the total fees.~~

Payment is due in full when the permit request is approved

~~Reservation Fees to be deposited into the Center Facility Regional MRP Refurbishment Fund Account, or Regional Municipal Sports MRP Account, whichever is the permitting agency.~~

~~Reservation fee (non-refundable) per day~~ **\$25.00**

HANSEN DAM PARK RECREATION AREA

Areas #1, #2, #3, #4

LAKE BALBOA AND WOODLEY PARK

Areas #1, #2, #3, #4

For area #4 *Lake Balboa* (aka kite field):

refer to SPECIAL EVENTS/FUNDRAISERS section.

~~OPEN SPACE Exclusive Use Daily Fee~~

~~Reservations require an advance deposit of 50% of the total fees~~ ~~OPEN SPACE Exclusive Use Daily Fee~~

Anticipated Attendance

Basic Rate

Use Fee

(Free Admission)

Income-Generating Activity Rate

Use Fee

~~(Admission Charged)~~

1-50 ~~1-250~~

~~\$75.00~~ **\$90.00**

~~\$300.00~~

51-100 ~~1-250~~

~~\$300.00~~ **\$120.00**

~~\$300.00~~

101-200 ~~1-250~~

~~\$300.00~~ **\$180.00**

~~\$600.00~~

Below:

201-500 ~~251-500~~

~~\$300.00~~

~~\$600.00~~

501-999 ~~501-1000~~

~~\$500.00~~

~~\$1,400.00~~

1000 or over ~~1001~~

~~\$1,000.00 minimum~~

Negotiable by

Region Superintendent

Moved to the Special events section.

EVENTS WITH GROUPS OF 201 OR MORE

refer to SPECIAL EVENTS / FUNDRAISERS section.

REFUNDABLE MAINTENANCE / SECURITY DEPOSIT

20% of the total Maintenance/Security Deposit is non-refundable and should be deposited into the Valley Region Special Fund Account, (SP89X405).

~~\$50.00 - \$1,500.00~~ **\$100.00 - \$1,000.00***
(20% is non-refundable)
80% is a refundable Maintenance Fee.

The Region Superintendent and/or Maintenance Supervisor may require a larger deposit depending on the size of the group. It is the responsibility of the Permittee to keep the event area clean and free of litter during the entire event, and at the culmination. Sufficient trash receptacles (quantity and size to be approved by the Maintenance Supervisor) must be provided. If the Department does not have the required number of receptacles available, the Permittee must provide a sufficient quantity to the satisfaction of the Maintenance Supervisor.

If, in the opinion of the Maintenance Supervisor, a dumpster is required to accommodate the anticipated trash, the Permittee is responsible for providing a dumpster and ensuring that trash receptacles are regularly emptied into the dumpster during the event.

AMPHITHEATRE USE

	<u>First Two Hours</u>	<u>Each Additional hour</u>
Amphitheatre Rate	\$450.00	\$125.00

In addition to Special Event Fees: refer to SPECIAL EVENTS/FUNDRAISERS section.

ADDITIONAL PARK FEES

Utility Hook-Up

100% to the General Fund Account

Applies to the use of an electrical outlet/water source* **\$75.00 per day (plus staff fees as necessary)**

*Water use may require additional approval and additional fees. Please work with your Chain of Command if you receive a request for water use.

Moonbounce / Inflatable

100% to be deposited into the Facility MRP Fund Account.

Standard inflatable (15'x15' or smaller) **\$25.00 per inflatable, per day**

Large inflatable (16'x16' or larger) **\$50.00 per inflatable, per day**

A moonbounce permit applies to any single inflatable (jumper, obstacle course, bull ride, etc. Proof of insurance for the moonbounce/inflatable company must be verified prior to the event. This requirement can be accomplished by having the permittee or vendor's insurance broker upload proof of insurance onto the city's online insurance compliance system, KwikComply.

~~A moon bounce permit applies to any single inflatable (jumper, obstacle course, bull ride, etc.) and powered by a generator. Proof of insurance must be verified prior to the event. This requirement can be accomplished by having the permittee or vendor's insurance broker upload proof of insurance that meets the requirements onto the city's online insurance compliance system, KwikComply. Moon Bounce companies must have current insurance endorsement forms on file with the Department Insurance Coordinators.~~

Water Truck Fee

100% to be deposited into the Valley Region MRP ~~Special~~ Fund Account, (~~SP89X405~~).

	<u>(First 4 hours)</u>	<u>Each Add'l Hour</u>
Flat Rate	\$400.00	\$50.00 \$82.00 (operator rate)
(water utility included)		
Water Truck Operator (four-hour minimum) CURRENT OVERTIME RATE		

Parking Lot / Parking Space Fees

50% deposited into the General Fund Account.

50% deposited into the Region Maintenance Special Fund Account.

Valley: SP89X401 Metro: SP87XW03 Pacific: SP87X601 West: SP89X701

<u>Base Rate</u>	<u>Income Generating*</u>
-\$2.00 \$4.00	\$10.00

Per parking space / per calendar day (during park hours of operation).

~~For special event purposes.~~ Long-term parking is not available on a continuing or long-term basis unless a formal agreement has been executed. Parking lots can be leased **for exclusive use** under special circumstances at the discretion of the Region Superintendent. In such cases, a flat fee will be negotiated as applicable.

*Income Generating Rate applies when the event organizer is charging the public for parking.

CANCELLATION / REFUND POLICY

A FULL refund will be issued if the permit or event is canceled by the Department.

Refund does not apply to the non-refundable \$25.00 permit application fee and 20% of the Maintenance/Security Deposit

PERMITS (200 attendees or less)

Requests More Than 2 Weeks 28 or more days prior to event	85% Refund of Fees
Requests More Than 2 weeks 14-27 days prior to Event	50% Refund of Fees
Requests 2-weeks 13 days or less prior to Event	No Refund of Fees

SPECIAL EVENTS (201- 999 attendees)

Requests 28 or more days prior to the event	85% Refund of Fees
Requests 14-27 days prior to the event	50% Refund of Fees
Requests 7-13 days prior to the event	20% Refund of Fees
6 days or less prior to the event	No Refund of Fees

SPECIAL EVENTS (1000+ attendees)

Requests 168 or more days prior to event (<i>24+ weeks</i>)	85% Refund of Fees
Requests 84-167 days prior to event (<i>less than 24 weeks</i>)	50% Refund of Fees
Requests 28-83 days prior to event (<i>less than 12 weeks</i>)	20% Refund of Fees
Requests less than 27 days prior to event (<i>less than 4 weeks</i>)	No Refund of Fees

STAFF FEES

refer to the GENERAL INFORMATION section.

SPECIAL EVENTS

refer to SPECIAL EVENTS/FUNDRAISERS section.

FEE GENERATING ACTIVITY

refer to SPECIAL EVENTS/FUNDRAISERS section.

OPEN SPACE

refer to SPECIAL EVENTS/FUNDRAISERS section.

PERMIT PROCEDURES

refer to ~~SPECIAL EVENTS / FUNDRAISERS~~ GENERAL INFORMATION section.
some events may require special event fees.

VENDOR FEES

For Booth or Sales Activities

refer to SPECIAL EVENTS/FUNDRAISERS section *under Vendor Fee.*

INSURANCE COVERAGE

refer to the INSURANCE REQUIREMENTS section.

Please contact RAP's Risk Management Division for guidance on when insurance is required and at what level.
Some events/activities require a higher level of coverage.

WOODLEY CRICKET FIELDS

Revised ~~June 2019~~ April 2026

FACILITY USE FEES

25% to be deposited into the Special Fund Account. SP89X405

25% to be deposited into the Maintenance Special Fund Account. SP89X401

50% to be deposited into the ~~Department of Recreation and Parks~~ General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Cricket Field – Exclusive Use ~~\$200.00~~ **\$300.00 per day**

Cricket Field – Public Use (upon availability) **\$50.00 per hour**

SEASONAL RATE

April through November. Premises are closed December through March for field refurbishment. Any organization with a seasonal permit must make at least one field per month available to the general public.

Sports Organizations and Associations ~~\$3,300.00~~ **\$3,500.00 per field**
(e.g. Southern California Cricket Association)

REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)* **\$300.00**

*Amount of deposit to be refunded shall be determined by the Regions' Grounds Maintenance Division.

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.

~~OTHER CONDITIONS~~

~~◆ Insurance may be required as needed by the Department.~~

CANCELLATION FEE

A full refund will be issued if the permit, program, or event is canceled by the Department.

More Than 2 Weeks 21 or more days prior to Event	85% Refund of Fees
More Than 2 weeks 11-20 days prior to Event	50% Refund of Fees
Less Than 2 weeks 10 days prior to Event	No Refund of Fees

More Than 2 Weeks Prior to Event	50% Refund of Fees
Less Than 2 Weeks Prior to Event	No Refund of Fees

COMMUNITY RECREATION CENTERS
Revised April 2026

All permits issued will be assessed a non-refundable **\$25.00** permit application fee deposited into the Facility MRP Fund Account or Regional Municipal Sports MRP Fund Account, whichever is the permitting agency.

Payment must be made in full upon approval of the permit request.

FACILITY USE FEES – INDOOR AREAS (classrooms, meeting rooms)

From the fees below:

80% to be deposited into the General Fund Account.

20% to be deposited into the Facility MRP Fund Account.

Income Generating Rate: The applicable rate shall apply if goods are sold; and/or any fee not approved by the Department including but not limited to when an admission or registration fee is charged for an activity or event; and/or donations are collected, either on-site or off-site, by any entity (including for-profit, non-profit, or individual organizers).

Room Rental: (use either room or group size to determine fee)

	<u>Basic</u> <u>Hourly Rate</u>	<u>Income Generating Activity</u> <u>Hourly Rate</u>
<u>Recreation Center</u>		
1-50 persons	\$30.00	\$95.00
51-100 persons	\$50.00	\$145.00
101 or more persons	\$85.00	\$240.00
<u>Recreation Center (Subsidized)</u>		
1-50 persons	\$25.00	\$60.00
51-100 persons	\$35.00	\$90.00
101 or more persons	\$50.00	\$145.00

FACILITY USE FEES - GYMNASIUM

From the fees below:

80% to be deposited into the General Fund Account.

20% to be deposited into the Facility MRP Fund Account.

	<u>Basic</u> <u>Hourly Rate</u>	<u>Income Generating Activity</u> <u>Hourly Rate</u>
Recreation Center	\$70.00	\$140.00
Recreation Center (Subsidized)	\$60.00	\$120.00
Use of Scoreboard	\$30.00 flat fee	---
		<i>Plus staff fees if applicable</i>
Use of Volleyball System (includes set-up and take-down)	\$30.00 flat fee, per day <i>Plus staff fees if applicable</i>	---

ADDITIONAL PARK FEES

100% deposited into the Facility MRP Fund account.

Gatherings with Refreshments: **\$30.00**

Kitchen Rental: **\$90.00**

Table Rental: Recreation Center Recreation Center (Subsidized)

1-10	\$120.00	\$90.00
11 or more	\$150.00	\$120.00

<u>Chair Rental:</u>	<u>Recreation Center</u>	<u>Recreation Center (Subsidized)</u>
1-50	\$75.00	\$50.00
51-100	\$100.00	\$75.00
101 or more	\$150.00	\$125.00

INDOOR SPECIAL EVENT REQUESTS refer to the **FACILITY USE FEES – INDOOR AREAS** above

FACILITY USE FEES - OUTDOOR AREAS

From the fees below:

\$7.00 per hour deposited into the Regional Municipal Sports MRP Fund Account for sports facility refurbishment.
Valley: MRPXXX65 Metro/Pacific/West: MRPXXX50

\$5.00 per hour is deposited into the Facility MRP Fund Account.

The remaining fees are deposited into the General Fund Account.

The income generating rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for Sports Camps, Clinics, Classes, and Private Lessons/Instruction.

Lighting - "When lights are used" Rate:

- 1st Sunday in November - 2nd Saturday in March 5:00 pm (*daylight savings*)
- 2nd Sunday in March - August 7:30 pm
- September 7:00 pm
- October - 1st Saturday in November 6:30 pm (*daylight savings*)

❖ ADULT SPORTS USE

Exclusive Use of Outdoor Sports Facility (basketball court, multi-purpose field, and dedicated athletic fields (i.e. dreamfield). *Excludes synthetic fields.*

Ball Diamond / Hardcourt Sports – Softball, Baseball, Kickball, Basketball, etc.

Natural Turf Field Sports – Soccer, Football, Rugby, Lacrosse, etc.

	<u>Diamond/Hardcourt Basic Hourly Rate</u>	<u>Natural Turf Field Basic Hourly Rate</u>	<u>Income Generating Activity Hourly Rate</u>
<u>Recreation Center</u>			
Daylight Play:	\$50.00	\$55.00	\$100.00
When Lights Are Used:	\$60.00	\$65.00	\$120.00
<u>Recreation Center (Subsidized)</u>			
Daylight Play:	\$40.00	\$45.00	\$80.00
When Lights Are Used:	\$50.00	\$55.00	\$100.00
<u>Senior 50+ Subsidized Rate</u>	\$30.00	\$40.00	\$60.00

(Groups with a minimum of 75% of its participants aged 50 and over).

❖ YOUTH SPORTS USE

For guidance in determining the appropriate tier classification for youth groups, contact your Regional Municipal Sports Office.

Income Generating Rate: For sports areas, the rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for sports camps, clinics, classes, and private lessons/instruction.

	<u>Youth Income Generating Rate</u>
Daylight Use:	\$60.00 per hour
Use of Lights:	\$70.00 per hour

TIER 1: A. GENERAL USE / PUBLIC SCHOOL TEAMS / NON-RECURRING YOUTH EVENTS

For example:

1. Birthday parties/gatherings.
2. Public school teams that utilize the facility for games and practices.

<u>Basic Hourly Rate</u>	<u>Recreation Center</u>	<u>Recreation Center (Subsidized)</u>
Daylight Use:	\$40.00	\$35.00
When Lights Are Used:	\$50.00	\$45.00

B. PRIVATE YOUTH TEAMS / PRIVATE SCHOOL TEAMS

For example:

1. Teams / Organizations that restrict participation (i.e. based on skill level).
2. Club / travel team organizations that utilize the facility for practices only. Games will be charged at the income generating rate.
3. Private school teams that utilize the facility for games and practices.

<u>Basic Hourly Rate</u>	<u>Recreation Center</u>	<u>Recreation Center (Subsidized)</u>
Daylight Use:	\$40.00	---
When Lights Are Used:	\$50.00	---

NOTE: The income generating rate will apply for tournaments and/or leagues composed of tournament teams, camps, clinics, classes and private lessons.

TIER 2: INDEPENDENT YOUTH SPORTS LEAGUES

are defined as organizations that:

1. consist of community-based or recreational teams rather than tournament or club teams;
2. do not restrict registration of participants other than by age divisions (i.e. skill level);
3. play one or more regular seasons (i.e. Fall, Winter, and Spring leagues)*.

NOTE: To qualify for this rate, permittees are **required to provide official league schedules**.

*Regular Season is defined as 3 or more like-aged teams per division; with a minimum of a 6-week game schedule.

<u>Basic Hourly Rate</u>	<u>Recreation Center</u>	<u>Recreation Center (Subsidized)</u>
Daylight Use:	\$21.00	\$16.00
When Lights Are Used:	\$24.00	\$19.00

TIER 3: NATIONALLY CHARTERED YOUTH SPORTS ORGANIZATIONS/ASSOCIATIONS

are defined as ones that:

4. have a traditional regular season (August-December) and/or (January-June);
5. have no restrictions on registration (other than by age);
6. belong to a National Youth Sports Organization; and
7. are volunteer-based organizations where their directors/board members are not compensated.

Qualifying youth sports groups as of 2025 include: AYSO, Little League, Pony League, USA Lacrosse, USA Softball, Pop Warner, USA Rugby.

NOTE: Player evaluations and playoffs are included in this rate. This rate does NOT apply to pre or post season play, tournaments, or all-stars, clubs, and travel teams.

<u>Basic Hourly Rate</u>	<u>Recreation Center</u>	<u>Recreation Center (Subsidized)</u>
Daylight Use:	\$19.00	\$16.00
When Lights Are Used:	\$22.00	\$19.00

NOTE: Non-profit youth sports leagues providing maintenance and repair of sports fields shall NOT be required to pay the \$7.00 per hour, per field, sports facility refurbishment fee (i.e. Little/Pony League). This reduction helps to offset costs of labor, materials, supplies, electricity* and/or trash* (*where applicable). Organizations that pay for water usage shall further be reduced an additional \$3.00 per hour, per field.

League Play is defined as 3 or more like aged teams in one or more division(s) registered in the organization that have an 6-week game schedule with weekly games and practices conducted at this site.

ADDITIONAL PARK FEES

Batting Cage Rental:

100% deposited into the Facility MRP Fund Account.

Diamond rental is not included.

\$25.00 per hour
Team practices

\$50.00 per hour
Income Generating
(Private instruction)

Ball Diamond / Field Prep:

Includes bases and/or field lining.

\$25.00 per field, per day
(plus staffing fees if applicable)

Boot Camps:

50% deposited into the Facility MRP Fund Account

50% into the General Fund account.

\$80.00 per hour

Casting Session

50% deposited into the Facility MRP Fund Account

50% into the General Fund account.

\$100.00 per hour

Requests for casting calls go directly through the Facility Director.

Utility Hook-Up:

100% to the General Fund Account.

Applies to the use of an electrical outlet/water use*

\$75.00 per day
(plus staffing fees if applicable)

*Water use may require additional approval and additional fees.

Please work with your Chain of Command if you receive a request for water use.

SYNTHETIC TURF FIELD USE FEES

The following fees shall govern all Synthetic (Artificial) Turf Fields with the exceptions of the **Soboroff Sports Field at EXPO Center and Jackie Robinson Stadium at Michelle and Barack Obama Sports Complex.**

From the fees below:

5% deposited into the Citywide Special Fund Account for activity monitor. MRPXX106

20% deposited into the Regional Municipal Sports MRP Fund Account for sports facility refurbishment.

Valley: MRPXXX65 Metro/Pacific/West: MRPXXX50

25% deposited into the Facility MRP Account.

50% deposited into the General Fund Account.

Income Generating: For sports areas, the rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for sports camps, clinics, classes, and private lessons/instruction.

	<u>YOUTH</u>	<u>ADULT</u>
Daylight Use:	\$90.00 per hour	\$110.00 per hour
Use of Lights:	\$110.00 per hour	\$130.00 per hour

Applicable to all fields, regardless of size.

❖ **ADULT SPORTS USE - SYNTHETIC FIELD**

Field Size:	(149 feet or less)	(150-229 feet)	(230-289 feet)	(290+ feet)
	<u>MINI</u>	<u>SMALL</u>	<u>MEDIUM</u>	<u>LARGE</u>
	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>
Daylight Use:	\$45.00	\$50.00	\$55.00	\$60.00
Use of Lights:	\$55.00	\$60.00	\$65.00	\$70.00

Additional Staff Fees may apply.

❖ **YOUTH SPORTS USE - SYNTHETIC FIELD**

If guidance is needed on which tier a youth group falls under, contact your *Regional Municipal Sports Office*.

A "Youth Size Field" is either a full "Mini", full "Small", or a full "Medium", OR **half** of a "Large" field. Half of a "Large" field **can** be permitted separately.

Additional Staff Fees may apply.

TIER 1: A. GENERAL USE / PUBLIC SCHOOL TEAMS / NON-RECURRING YOUTH EVENTS

For example:

1. Birthday parties / gatherings.
2. Public school teams that utilize the facility for games and practices.

Hourly Rate

<u>Recreation Center</u>	<u>MINI</u>	<u>SMALL</u>	<u>MEDIUM</u>	<u>LARGE</u>
Daylight Use:	\$40.00	\$45.00	\$50.00	\$55.00 full / \$27.50 half
When Lights Are Used:	\$50.00	\$55.00	\$60.00	\$65.00 full / \$32.50 half

Recreation Center (Subsidized)

Daylight Use:	\$35.00	\$40.00	\$45.00	\$50.00 full / \$25.00 half
When Lights Are Used:	\$45.00	\$50.00	\$55.00	\$60.00 full / \$30.00 half

B. PRIVATE YOUTH TEAMS / PRIVATE SCHOOL TEAMS

For example:

1. Teams / Organizations that restrict participation (i.e. based on skill level).
2. Club / travel team organizations that utilize the facility for practices only.
3. Private school teams that utilize the facility for games and practices.

Hourly Rate

<u>Recreation Center</u>	<u>MINI</u>	<u>SMALL</u>	<u>MEDIUM</u>	<u>LARGE</u>
Daylight Use:	\$40.00	\$45.00	\$50.00	\$55.00 full / \$27.50 half
When Lights Are Used:	\$50.00	\$55.00	\$60.00	\$65.00 full / \$32.50 half

TIER 2: INDEPENDENT YOUTH SPORTS LEAGUES

are defined as organizations that:

1. consist of community-based or recreational teams rather than tournament or club teams;
2. do not restrict registration of participants other than by age divisions (i.e. skill level);
3. play one or more regular seasons (i.e. Fall, Winter, and Spring leagues)*.

NOTE: To qualify for this rate, permittees are **required to provide official league schedules**.

*Regular Season is defined as 3 or more like-aged teams per division; with a minimum of a 6-week game schedule.

Hourly Rate

<u>Recreation Center</u>	<u>MINI</u>	<u>SMALL</u>	<u>MEDIUM</u>	<u>LARGE</u>
Daylight Use:	\$20.00	\$25.00	\$30.00	\$35.00 full / \$17.50 half
When Lights Are Used:	\$25.00	\$30.00	\$35.00	\$40.00 full / \$20.00 half

Recreation Center (Subsidized)

Daylight Use	\$15.00	\$18.00	\$21.00	\$24.00 full / \$12.00 half
When Lights Are Used:	\$20.00	\$23.00	\$26.00	\$29.00 full / \$14.50 half

TIER 3: NATIONALLY CHARTERED YOUTH SPORTS ORGANIZATIONS/ASSOCIATIONS

are defined as ones that:

1. have a traditional regular season (August-December) and/or (January-June);
2. have no restrictions on registration (other than by age);
3. belong to a National Youth Sports Organization; and
4. are volunteer-based organizations where their directors/board members are not compensated.

Qualifying youth sports groups as of 2025 include: AYSO, Little League, Pony League, USA Lacrosse, USA Softball, Pop Warner, USA Rugby.

NOTE: Player evaluations, post-season playoffs, and all-star practices and games are included in this rate.

Hourly Rate

<u>Recreation Center</u>	<u>MINI</u>	<u>SMALL</u>	<u>MEDIUM</u>	<u>LARGE</u>
Daylight Use:	\$15.00	\$20.00	\$25.00	\$30.00 full / \$15.00 half
When Lights Are Used:	\$20.00	\$25.00	\$30.00	\$35.00 full / \$17.50 half

Recreation Center (Subsidized)

Daylight Use:	\$13.00	\$16.00	\$19.00	\$22.00 full / \$11.50 half
When Lights Are Used:	\$18.00	\$21.00	\$24.00	\$27.00 full / \$13.50 half

TENNIS / PICKLEBALL

Exclusive use of a court; only applies to non “pay tennis” facilities

From the fees below:

80% deposited into the General Fund Account.

20% deposited into the Facility MRP Fund Account.

The rates below are per court/hour.

<u>TENNIS</u>		<u>Basic</u> <u>Hourly Rate</u>		<u>Income Generating Activity</u> <u>Hourly Rate</u>
<u>Recreation Center</u>	<u>2024</u>	<u>2026</u>	<u>2028</u>	---
Daylight Play:	\$8.00	\$10.00	\$12.00	\$35.00
When Lights Are Used:	\$10.00	\$12.00	\$14.00	\$45.00
<u>Recreation Center - Subsidized</u>				
Daylight Play:	\$8.00	\$8.00	\$10.00	\$30.00
When Lights Are Used:	\$8.00	\$10.00	\$12.00	\$40.00
<u>PICKLEBALL</u>		<u>Basic</u> <u>Hourly Rate</u>		<u>Income Generating Activity</u> <u>Hourly Rate</u>
<u>Recreation Center</u>	<u>2024</u>	<u>2026</u>	<u>2028</u>	---
Daylight Play:	\$4.00	\$6.00	\$8.00	\$35.00
When Lights Are Used:	\$6.00	\$8.00	\$10.00	\$45.00
<u>Recreation Center - Subsidized</u>				
Daylight Play:	\$2.00	\$4.00	\$6.00	\$30.00
When Lights Are Used:	\$4.00	\$6.00	\$8.00	\$40.00

*Open play is available on a first-come, first-serve basis. Exceptions: Park program/activity, and/or authorized permits.

*Income generating rate will be applied to permits for private and group instruction, club teams, and tournaments.

*Public and private school teams fall under the basic hourly rate.

*An additional one-time fee of \$25.00 per day/per court will be assessed to all authorized tournaments.

*Additional Staff Fees will apply when necessary.

Refundable Maintenance / Security Deposit

To be deposited into the MRP Fund Account.

Refundable Maintenance Security Deposit

\$100.00 (minimum)

Deposited into the Regional Municipal Sports Account or Facility MRP Fund Account, whichever is the permitting agency. This fee should only be refunded if there are no damages and the permittee performed basic clean-up and litter pick-up. The permittee may be charged a larger deposit depending on the size of the activity/event.

At the discretion of the Region Superintendent, some events and/or activities may require additional maintenance, security, traffic control, and/or event monitoring, due to size, location, scope of activities, and/or other factors. Part-time staff fees are established in the General Information section. Full-time staff fees (where applicable and approved by Management) will be charged at the current overtime rate for the classification required.

STAFF FEES

When staff are required for a permitted activity, hourly staff fees may apply. If the facility is closed during the

reservation, the permittee is responsible for staff fees for the full duration.

Staff fees are not required for permits occurring during regular recreation programming hours when the facility is normally open, including Sundays (some exceptions may apply, e.g., synthetic fields). At locations hosting multiple concurrent permits (e.g., several picnic reservations), the Region Superintendent has the discretion to prorate and allocate the staff fee across all permit holders.

Part-time staff rates are outlined in the General Information section. All staff fees will be deposited into the permitting agency's MRP Fund Account.

Additional Staffing Needs

At the discretion of the Region Superintendent, or equivalent level manager, some events or activities may require additional maintenance, and / or event monitor staffing, due to size, location, scope of activities, or other factors.

INSURANCE COVERAGE

refer to the INSURANCE REQUIREMENTS section.

Contact the RAP Risk Management Division for guidance on when events or activities may require additional coverage.

SPECIAL EVENTS / FUNDRAISING

refer to the SPECIAL EVENTS/FUNDRAISER

section.

DEPARTMENT PERMITTING PRIORITY

The Region Superintendent shall coordinate with the Municipal Sports Section Principal Recreation Supervisor to provide Recreation Center programs with first right of refusal for use of facilities during Municipal Sports Section jurisdiction, if available.

The Department prioritizes the general use of outdoor sports facilities based on the following criteria in descending order:

- 1) Recreation and Parks Department organized activities;
- 2) Long-term leases, film permits, conditional use, and rights of entry;
- 3) Six-month or longer revocable permits (i.e. Little Leagues);
- 4) Youth and Adult independent agency requests for permits:
 - a. Permit request priority will go to agencies requesting to renew existing permits for the same dates as previously permitted.
 - b. New agency requests will be awarded on a first-come, first-serve basis, based on availability.

GROUPS EXEMPT FROM PAYMENT OF FEES

The following groups or agencies may be issued permits for **non-sports** use of community recreation center buildings without charge (subject to non-discrimination certification), except for the refundable clean-up/breakage deposit. If the building is normally closed, the agency must pay for the cost of the Department employees(s) required to be on duty as indicated on the preceding page(s). If the facility is used for any fee-generating activities, regardless of whether the fees are collected on-site or off-site, the Facility Use Fees for Fee Generating Activities will apply. Groups must clean up the facility when done or they will forfeit their refundable deposit.

- 1) Civic, Neighborhood Councils, and Service Clubs, Chambers of Commerce;
- 2) Recognized Self-Help/Anonymous Groups (i.e. Alcoholics Anonymous);
- 3) Government agencies (i.e. LAPD, LAFD, Elected Officials);
- 4) Private, parochial, and public schools are only exempted from fees if there is a formal written 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, as determined by the Region Superintendent.

NOTE: **Character-building organizations**, including but not limited to the Boy Scouts of America (BSA) and Girl Scouts of the USA (GSUSA), are not exempt from applicable fees.

CANCELLATION / REFUND POLICY: PERMITS

Department cancellations of an event due to rainouts, field maintenance, or Department use, a full refund will be issued or the event will be rescheduled.

Cancellations initiated by the organization are subject to the fees listed below.

- The \$25 application fee is non-refundable.
- Permit credit requests are assessed a 15% administrative fee, when eligible, with 14-day advance notice.
- Permit credits must be applied if used at the center they originated, and must be applied for the same amenity, (e.g., gym-to-gym, picnic-to-picnic). No exceptions.
- Credits remaining on household accounts should be refunded after 180 days, or six months.

PERMITS (200 attendees or less)

Requests 28 or more days prior to event	85% Refund of Fees
Requests 14-27 days prior to event	50% Refund of Fees
Requests 13 days or less prior to event	No Refund of Fees

SPECIAL EVENTS (201- 999 attendees)

Requests 28 or more days prior to the event	85% Refund of Fees
Requests 14-27 days prior to the event	50% Refund of Fees
Requests 7-13 days prior to the event	20% Refund of Fees
6 days or less prior to the event	No Refund of Fees

SPECIAL EVENTS (1000+ attendees)

Requests 168 or more days prior to event (<i>24+ weeks</i>)	85% Refund of Fees
Requests 84-167 days prior to event (<i>less than 24 weeks</i>)	50% Refund of Fees
Requests 28-83 days prior to event (<i>less than 12 weeks</i>)	20% Refund of Fees
Requests less than 27 days prior to event (<i>less than 4 weeks</i>)	No Refund of Fees

CANCELLATION / REFUND POLICY:

RECREATION PROGRAMS

Full refunds are issued if the Department cancels a program or activity. No refunds are provided once the program has begun. The first league game, class/clinic, and/or first day of the camp session, constitutes the start of the program.

- Program credit requests are assessed a 15% administrative fee.
- Program credits must be applied if used at the center they originated, and must be applied for the same amenity, (e.g., transferring from Week 1 of camp to Week 4 of camp, not from basketball to camp). No exceptions.
- Credits remaining on household accounts should be refunded after 180 days, or six months.
- PlayLA programs are not eligible for refunds, transfers are allowed but only between PlayLA activities. No fee.

CLASSES AND CLINICS

Cancellation prior to the start of the program	85% Refund of Fees
Once the program has started	No Refund of fees
Programs \$10 or less:	No Refund of Fees

DAY CAMPS AND YOUTH SPORTS LEAGUES

Requests 14 or more days prior to the start of the program	85% Refund of Fees
Requests 7-13 days prior to the start of the program	50% Refund of Fees
Requests 6 days or less prior to the start of the program	No Refund of Fees
Programs \$10 or less:	No Refund of Fees

ADULT SPORTS LEAGUES (INDIVIDUAL REGISTRATION)

Cancellation prior to the start of the league
Once the league has started

85% Refund of Fees
No Refund of fees

ADULT SPORTS LEAGUES (TEAM REGISTRATION)

Requests 21 or more days prior to the start of the league	85% Refund of Fees
Requests 14-20 days prior to the start of the league	50% Refund of Fees
Requests 13 days or less prior to the start of the league	No Refund of Fees

ADDITIONAL INFORMATION

Permits on City Holidays: Staff is required to be present for the full duration of any permitted activity held on a City holiday. An hourly staff fee, billed at the applicable overtime rate: (Half time - \$52.50 Intermittent - \$35.00), will be applied to the permit. If part-time staff is unavailable, contact your District Supervisor before approving the permit to discuss alternative arrangements.

Basic Hourly Rate: The applicable rate applies to any class, workshop, meeting, or activity where no money or fees are collected for profit. This rate applies to permittees who collect admission fees or donations solely to offset facility rental costs. In such cases, the total amount collected may not exceed the facility rental cost.

The applicable rate applies to gym and field use for athletic activities, including **youth practices** and for **adult practices and games**. This rate does not apply to tournaments or games consisting of tournament teams.

Income Generating Activity: The applicable rate shall apply if goods are sold; and/or any fee not approved by the Department including but not limited to when an admission or registration fee is charged for an activity or event; and/or donations are collected, either on-site or off-site, by any entity (including for-profit, non-profit, or individual organizers). The rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for Sports Camps, Clinics, Classes, and Private Lessons/Instruction.

If Department staff identifies a permittee engaging in income-generating activity under their permit, that permit will be immediately reclassified as income-generating, and all future permit applications will be at the income-generating rate.

Subletting / Subleasing Prohibited: Applicants shall not transfer, assign, or sublet use of the facility, or fields, or apply for use on behalf of another person or organization. All facility use and field allocation modifications created after the permit is issued must be approved by City staff and a revised Facility Use Permit will be issued. Any infractions of this policy will result in the loss of use of all City parks, fields, or facilities immediately, and may include restitution of lost revenue.

MUNICIPAL SPORTS JURISDICTION

OUTDOOR SPORTS FIELDS

The Municipal Sports Section has jurisdiction over the use of all facility **sports fields** (ball fields, soccer fields, and multi-purpose fields):

- Monday through Friday from 7:00 p.m. to 10:30 p.m.; and
- All day Sunday from 8:00 a.m. to 5:00 p.m.

GYMNASIUMS

The Municipal Sports Section will have sole jurisdiction over the use of all facility **gymnasiums** a minimum of one night per week. The night(s) per week will be selected by the Facility's Director-in-Charge and approved by the Region Superintendent. For programming consistency, the selected night per week should not vary from season to season.

- One night per week (Monday through Thursday) from 7:00 p.m. to 10:30 p.m.
Basketball Seasons: Spring (Late March - Late June) and Fall (Early September - Late December).

EXPO CENTER
Revised April 2026

100% of all rental fees to be deposited into EXPO Center Special Fund Account.

EXPO ROY ANDERSON RECREATION CENTER

Room Use Fees

	<u>Social Gathering w/Refreshments first 3 hours</u>	<u>Income Generating Activities/Business First 3 hours*</u>	<u>Each Additional Hour</u>
<u>Multi Purpose Rooms</u>			
50 person Maximum	\$100.00	\$225.00	\$30.00
100 person Maximum	\$200.00	\$400.00	\$40.00
100+	\$400.00	\$800.00	\$70.00
<u>Comrie Hall</u>	\$400.00	\$800.00	\$70.00

*Income-Generating Rate: the applicable rate shall be charged if goods are sold, and/or any fee not approved by the Department including but not limited to, admission or registration fee is charged for an activity/event, and/or donations are collected either on-site or off-site by any entity (for-profit, non-profit, or individual organizer).

Additional Charges

Set up/Breakdown	Minimum two hours staffing fee based on the size of the group and activity.
2nd Floor Restrooms	Restrooms are located on the 1st floor; second-floor restroom access requires an additional staff maintenance fee depending on group size and permit duration.
Refundable Deposit	\$250.00
Monitor/Staff Fee's	Hourly rate charged per GENERAL INFORMATION page.
Chair Rental	\$75.00 for less than 100. \$150.00 for 100 or more.
Table Rental	\$100.00 for less than 10. \$150.00 for 10 or more.
Kitchen Rental	\$150/day for food preparation use only.

GYMNASIUM RENTAL FEE

<u>First 3 hours</u>	<u>Income Generating Activities/Business first 3 hours</u>	<u>Each Additional Hour</u>
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Single Gym	\$200.00	\$400.00	\$60.00
Double Gym	\$400.00	\$800.00	\$120.00
<u>Additional Charges per Gym</u>			
Gym Floor Covering	\$1,200.00 plus staff fee for set up and breakdown of floor covering		
Use of scoreboard	\$10.00/hour plus staff fees		
Use of Scoreboard Income Generating	\$30.00/hour plus staff fees		
Use of Volleyball System	\$50.00 flat fee, per day includes set up and take-down		
Monitor/Staff Fees	Hourly rate charged per GENERAL INFORMATION page.		

FACILITY USE PERMIT PROCEDURES

Income Generating Activity:

The applicable rate shall be charged if goods are sold, and/or any fee not approved by the Department including but not limited to, admission or registration fee is charged for an activity/event, and/or donations are collected either on-site or off-site by any entity (for-profit, non-profit, or individual organizer).

For sports areas, the rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for sports camps, clinics, classes, and private lessons.

If Department staff identifies a permittee engaging in income-generating activity under their permit, that permit will be immediately reclassified as income-generating, and all future permit applications will be at the income-generating rate.

Subletting / Subleasing Prohibited:

Applicants shall not transfer, assign, or sublet use of the facility, or fields, or apply for use on behalf of another person or organization. All facility use and field allocation modifications created after the permit is issued must be approved by City staff and a revised Facility Use Permit would be issued. Any infractions of this policy will result in the loss of use of all City parks, fields, or facilities immediately, and may include restitution of lost revenue.

Permit Processing:

- All requests for the use of EXPO Center facilities will be accessed for a \$35.00 non-refundable Facility Use Application processing fee. City and other governmental entities are exempt from this fee. Fees shall be deposited into EXPO Center Special Fund Account.
- Hours available for facility permit use are from 6:00 AM – 12:00 AM. All other hours must be preapproved by the Executive Director or designee. Permit hours requested must include set up and clean up time. If the permittee exceeds hours on the permit additional staffing fees will be assessed and deducted from the deposit.
- Tours of the centers are scheduled by appointment only. Please call 213-763-0114 Ext. 214 to schedule an appointment. Patrons requiring additional site tours and consultations will be assessed additional staff fees.

- The Facility Use Application is available at the Special Events office located on the first floor of the Roy A. Anderson Recreation Center, 3980 Bill Robertson Lane, Los Angeles, CA 90037. EXPO Special Events Office Hours are 10:00 AM – 4:00 PM Monday – Friday.
- The Facility Use Application must be submitted six weeks in advance of the event.
- A plot plan or room layout must be submitted four weeks prior to the event or the event space will not be confirmed. All material (decoration, banners, etc.) that are attached to walls, fences, etc. must be preapproved by the Special Event staff. Use of extension cords and other equipment must be clearly stated on Facility Use Application.

Fee's:

- To reserve the space an advance deposit of 50% of the total permit fee is required. Final payments must be made no later than three weeks prior to the event. Any changes and/or alterations within 4 days of the event are subject to additional fees.
- Staff Fees: At the discretion of the EXPO Center Executive Director or designee, 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 page. Full-time staff fees will be charged at the current overtime rate.
- A minimum refundable deposit of \$250.00 will be assessed. The deposit fee is subject to change based on the nature and size of the event. At the end of the event, a walk-through of the facility will be conducted with the permittee to assure that there is no damage to the facility. Deposit refund may require an eight week waiting period to be processed. Deposit refund requires the name to match the receipt for the event.
- Walk-through will include
 - Kitchen
 - Wipe down the countertops, sink, and drawers.
 - The floor must be swept and trash must be placed in the trash container.
 - Outdoor Events
 - Trashcans/plastic bags will be provided for an additional fee.
 - A roll off bin may be required based on the size and/or type of outdoor event.
 - Astroturf is required for cooking and serving food. Any event requiring cooking will require an additional maintenance deposit fee of \$250.00.
 - Cooking oils need to be disposed offsite and not on EXPO Center property.
 - Room Use
 - Pick up any debris, decorations including confetti, and any food that is left on the tables or on the floor and dispose of it in the trash cans provided. Staff will dispose of the trashbags and replace the trash liners.
 - Hallway
 - Dispose all food in trash.
 - Sweep the floors if there is debris or food.
 - Gym Use
 - Absolutely no food or drinks are allowed in the gym or stairwells. Water is permissible.
 - Outside Boardwalk or Outdoor Amphitheater

- Any form of trash needs to be picked up.
- Trash must be disposed of in the bins.

Refunds:

Department cancellations due to Department use will be credited or rescheduled.

- A FULL refund will be issued if the permit or event is cancelled by the Department.
- Transfers/Credits (where applicable): A 15% Administrative Fee.
(14-day minimum required for transfers/credits).

Permits (200 attendees or less)

Requests 28 or more days prior to event	85% Refund of Fees
Requests 14-27 days prior to event	50% Refund of Fees
Requests 13 days or less prior to event	No Refund of Fees

Special Events (201- 999 attendees)

Requests 28 or more days prior to the event	85% Refund of Fees
Requests 14-27 days prior to the event	50% Refund of Fees
Requests 7-13 days prior to the event	20% Refund of Fees
6 days or less prior to the event	No Refund of Fees

- For cancellation/Refund Policy for Recreation Programs refer to the COMMUNITY RECREATION CENTER page.
- If an event is terminated prior to the scheduled time due to security or other issues not caused by the City, the City shall retain all fees and deposits.
- For additional fees not listed refer to the COMMUNITY RECREATION CENTER page.
- The Board of Recreation and Park Commissioners has established a NO-FEE Waiver Policy.

Additional Information:

- Checks or money orders must be made out to the City of Los Angeles. NO CASH ACCEPTED.
- Some events may require insurance coverage. Refer to the INSURANCE REQUIREMENT page.
- If any equipment, furniture, supplies, or other items are left on premises after 24 hours of the event, deposit will be retained by EXPO Center for storage fees.
- Elevator use is restricted to persons with disabilities. Children under the age of 18 are not allowed in the elevator without an adult. If utilizing the elevator to transport food or decorations make sure the cart is protected to avoid damage to the walls.
- Smoking is prohibited on all City Property.
- For alcohol service refer to the ALCOHOL BEVERAGE POLICY page.

SOBOROFF SPORTS FIELD

Synthetic Turf Field

Revised 09/25

100% of all rental fees to be deposited into EXPO Center's Special Fund Account. All reservations require an advance of 50% of the total fees no later than 90 days prior to the event.

SYNTHETIC TURF FIELD USE FEES

Basic Hourly Rate:

The applicable rate shall apply to any class, workshop, meeting, activity, etc. where money/fee is not collected. Youth and adult practices, youth and adult games (games not made up of tournament teams).

Income Generating Activity:

The applicable rate shall be charged if goods are sold, and/or any fee not approved by the Department including but not limited to, admission or registration fee is charged for an activity/event, and/or donations are collected either on-site or off-site by any entity (for-profit, non-profit, or individual organizer).

The rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for sports camps, clinics, classes, and private lessons.

BASIC ADULT USE

	<u>Basic Hourly Rate</u>	<u>Income Generating</u>
Daylight Use	\$60.00 per hour	\$120.00 per hour
Use of Lights	\$70.00 per hour	\$140.00 per hour

Additional Monitor/Staff Fees may apply.

BASIC YOUTH USE

	<u>Basic Hourly Rate</u>	<u>Income Generating</u>
Daylight Use	\$35.00 per hour	\$90.00 per hour
Use of Lights	\$45.00 per hour	\$110.00 per hour

Additional Monitor/Staff Fees may apply.

Income generating fees will be applied for any hosted tournaments or league/scrimmage games made up of tournament teams where there is income generating activity.

AHMANSON SENIOR CENTER

Revised 09/25

100% of all rental fees to be deposited into EXPO Center's Special Fund Account.

Facility Use Fees

	<u>Social Gathering w/Refreshments first 3 hrs.</u>	<u>Incoming Generating Activities First 3 hrs.</u>	<u>Each Additional Hour</u>
Ballroom	\$350.00	\$700.00	\$70.00
Patio Area (Each)	\$175.00	\$350.00	\$40.00
Kitchen Rental (food preparation only)	\$150/day		

*Income-Generating Rate: the applicable rate shall be charged if goods are sold, and/or an admission/registration fee is charged for an activity/event, and/or donations are collected either on-site or off-site by any entity (for-profit, non-profit, or individual)

Additional Charges

Public Address System	\$75.00
Refundable Deposit	\$250.00
Set-up/Breakdown	Minimum two-hour staffing fee.
Monitor/Staff Fee	Hourly rate charged
Chair Rental	\$75.00 for less than 100 \$150.00 for 100 or more
Table Rental	\$100.00 for less than 10 \$150.00 for 10 or more.

WILLIAM M. KECK OUTDOOR AMPHITHEATER
Revised 9/2025

100% of all rental fees to be deposited into EXPO Center's Special Fund Account.

Facility Use Fees

First Two Hours
\$500.00

Each Additional Hour
\$100.00

Additional Charges

Public Address System (Set up Fee)	\$75.00
Refundable Deposit	\$500.00
Setup/Breakdown	Minimum two hour staffing fee.
Monitor/Staff Fee	Hourly rate charged per GENERAL INFORMATION page.
Chair Rental	\$75.00 for less than 100 \$150.00 for 100 or more.
Table Rental	\$100.00 for less than 10 \$150.00 for 10 or more.

RALPH M. PARSONS PRE-SCHOOL
Revised 09/25

(Multipurpose Room & Kitchen Available Saturdays and Sundays only)

Special Note: 100% of all rental fees to be deposited into EXPO Center's Special Fund Account. All reservations require an advance of 50% of the total fees.

Facility Use Fees

First 2 hours
\$150.00

Each Additional Hour
\$50.00

Additional Charges

Staff Fee's	GENERAL INFORMATION Section
Kitchen Rental (food preparation only)	\$150.00

LA84/JOHN C. ARGUE SWIM STADIUM

Revised 09/25

PRIVATE USE (Pool is closed to the public)

Special Note: 100% of all exclusive pool permit rental fees to be deposited into EXPO Center's Swimming Pool MRP Fund Account. **For charges not listed below refer to the Aquatic Page.**

Required Lifeguards

EXPO Center (Aquatic Division) has budgeted staff to provide lifeguard coverage of pools during normally scheduled hours of operation only. The facility use fee stated below, is for use of the facilities when the pools are normally closed, and shall include an additional lifeguard fee at the current part-time staff fee per the **GENERAL INFORMATION SECTION** (to be deposited into MRP Fund Account), based on the following formula for minimum lifeguard staff requirements. Additional fees may apply at the discretion of the Executive Director or designee.

<u>Participants</u>	<u>Lifeguards</u>
1 - 50 persons	3 Lifeguards
51 - 100 persons	4 Lifeguards
100 - 200 persons	5 Lifeguards
101 - 300 persons	7 Lifeguards

Additional Charges

Maintenance Fee	\$100 per locker room, plus staffing fees.
Equipment Rental	Refer to the Aquatics Page.

Exclusive Use Pool Rental Permit Charges per Swimming Pool

Number of Participants	Per hour, three hour Minimum	*Income Generating Activity, Per hour, three hour Minimum
1 - 50 Persons	\$100.00	\$200.00
51-100 Persons	\$190.00	\$380.00
101 - 200 persons	\$360.00	\$440.00
201 - 300 persons	\$520.00	\$550.00

*Income-Generating Rate: the applicable rate shall be charged if goods are sold, and/or an admission/registration fee is charged for an activity/event, and/or donations are collected either on-site or off-site by any entity (for-profit, non-profit, or individual)

Exclusive Board of Education/Community College Facility Use Fee

All educational use will be based on a 2 lifesaving staff to 50 participants with teacher supervision on the deck.

Classes/Team Practices

<u>Number of Participants</u>	<u>Fee per Hour</u>
1 - 50 persons	\$40.00
51 - 100 persons	\$60.00
Swim Meet	\$100.00

Training Group Pool Use (long or short courses):

refer to the AQUATICS section.

EXPOSITION PARK ROSE GARDEN

Revised 09/25

FACILITY USE FEES

90% of funds to be deposited into EXPO Center's Special Fund Account.

10% of funds to be deposited into the Special Revenue Account.

	<u>First 3 hours</u>	<u>Additional Hour</u>
<u>Gazebos</u>		
1 – 50 persons	\$350.00	\$50.00
51 – 200 persons	\$500.00	\$50.00
<u>East & West Garden Areas</u>	\$400.00	\$75.00
<u>Fountain Area</u>	\$500.00	\$100.00

Above fees include photography permit.

ADDITIONAL CHARGES

Refundable Deposit	\$500.00
Monitor/Staff Fee	Hourly rate charged per GENERAL INFORMATION page.
Chair Rental	\$75.00 for less than 100 \$150.00 for 101 or more.
Table Rental	\$100.00 for less than 10

\$150.00 for 10 or more.

Rehearsal Fee

\$50.00 plus staffing fees

Outdoor wedding rehearsals may be scheduled within 60 days of the event, Monday through Thursday, 4:00 pm – 7:00 pm.

Miscellaneous

Group Picnic/Visits

\$30.00 per group

Clean up Fee

If clean-up is not completed by designated time, the additional hour rate will be charged for each hour or portion of the hour.

COMMERCIAL PHOTOGRAPHY

\$300.00

GUIDELINES TO PHOTOGRAPHY SALES PERMIT

- Vendor must complete an application for Photography Sales permit. Permits will be issued to one photographer per day per facility as arranged by the Executive Director.
- Permittee must adhere to all conditions of the permit.
- Permittee is solely responsible for adherence to all Federal, State, and Local taxes.
- Recreation and Parks makes no guarantee of any minimum business volume.

PAYMENT OF FEES

The total amount of all rental fees and deposits due shall be paid in full at least 60 days prior to the scheduled date of use. Otherwise the reservation may be cancelled.

DEPARTMENT USE

Requests for use of this facility for no use fees or charges, except for reimbursement of staff and other direct costs, must be approved by the General Manager or an appointed designee. Saturday, Sunday, or Holiday use is not allowed. The Facility Use Form shall be signed by an Assistant General Manager. Staff fees apply with a 4 hour minimum for Department Use. See rates established in the General Information section of the Schedule of Rates and Fees. A fund and account must be identified for transfer of reimbursement or a Work Order provided.

EXPOSITION PARK – MAJOR AND SPECIAL EVENT DAYS

Revised 09/25

100% of fees are to be deposited to the EXPO Center Special Fund Account with exception of staff fees which are to be deposited to accounts from which they were expended. Exposition Park special and major event days are scheduled event dates with an expectation of 25,000 or more spectators. When an event permitted by the State or Coliseum within Exposition Park with more than 25,000 in attendance affects EXPO Center ability to open for the community, a \$10,000 fee will be assessed to the event permittee per day for facility closure. The fee does not include use of parking spaces or the rental fee for any facilities or space.

EXCLUSIVE USE – FACILITY USE FEES

Revised 09/25

	<u>Rate Per Area Per Day or Portion There of</u>
Swim Stadium Lobby Area	\$500.00
Comrie Hall	\$2,000.00
Conference Room	\$800.00
Multi-Purpose Room (for 3 rooms)	\$1,500.00
Gymnasium (per gym)	\$2,250.00
Amphitheater	\$2,750.00
EXPO Center Front Lawn	\$1,250.00
Boardwalk Area I (non-parking) (Private Driveway)	\$2,000.00
Boardwalk Area II (non-parking) (Adjacent to MLK Blvd.)	\$2,000.00
Boardwalk Area III (non-parking) (East parking spaces)	\$2,000.00
Boardwalk Area IV (non-parking) (North parking spaces)	\$2,000.00
Senior Center (includes patios)	\$2,000.00
Rose Garden – Each Area as defined under Exposition Park Rose Garden Section.	\$3,125.00

Soboroff Sports Field	\$4,000.00
Parson Preschool	\$1,500.00

Parking

All parking fees include the City of Los Angeles 10% Parking Occupancy Tax. Parking fees are in addition to any film permit fees collected by the Film LA Office. Special event parking is defined as expecting 25,000 – 29,999 spectators. Major event parking is defined as expecting 30,000 or more spectators. Fees may vary based on the nature of each event and a fair market rate comparable to parking fees charged by other Exposition Park entities.

Passenger vehicle	\$40.00 - \$150.00 (per stall)
Buses/Oversized/Trailers	\$80.00 - \$125.00 (per stall)

Equipment rental Fee schedule on request, based on actual costs.

EXPO CENTER SPECIAL USE FEES AND PROCEDURES

Revised 09/25

Special Use is available on weekdays, Monday through Friday, from 8:00 AM – 9:00 PM for City of Los Angeles Departments and Agencies. Other 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, or work meetings. Special Use is subject to approval by the RAP General Manager or designee. All staff related costs must be paid to EXPO Center for the cost of the Department employee(s) required to be on duty.

THE FOLLOWING CONDITIONS APPLY TO ALL SPECIAL USES:

Authorization for Special Use

- Requests for use of facilities must be submitted in writing by the requesting agencies' General Manager or the General Manager's designee.

Scheduling of Special Use Events

Use of the facility is subject to availability determined by the following guidelines:

- Special use may be scheduled only 60 days in advance of the event date. The City of Los Angeles Department of Recreation and Parks is exempt from this guideline.
- Any group may not exceed two days per week.
- None of the above guidelines precludes a Special Use agency from maintaining or procuring additional dates or hours under the regular rate provisions.
- Permitting of Special Use may require additional hourly staffing fees.

SPECIAL USE FEES

	RAP Use	City/Governmental Agencies
Use Fee	No Charge	50% of fees
Kitchen Fee	No Charge	N/A
Cancellation Fee	No Charge	No Charge

PROHIBITED SPECIAL USE EVENTS

Revenue producing events, and subletting or assignments for Non-profit groups of Special Use is not permitted.

EXPO CENTER FILM PERMIT FEES

Revised 09/25

Film Permit Fees

70% to Department of Recreation and Parks General Fund Account

30% to be deposited in EXPO Center Special Fund Account

Rate Per Area Per Day

Amphitheater	\$3,000.00
Boardwalk Area I (Private Road)	\$2,000.00
Boardwalk Area II (Adjacent to MLK Jr. Blvd.)	\$2,500.00
Boardwalk Area III (East parking spaces)	\$2,000.00
Boardwalk Area IV (South parking spaces)	\$2,000.00
Swim Stadium Lobby Area	\$625.00
Comrie Hall	\$2,000.00
Expo Center Front Lawn	\$1,575.00
Gymnasium (per gym)	\$3,000.00
Multi – Purpose Room (per room)	\$575.00
Pool & Deck Area	\$5,475.00
Rental of pools access to restrooms and changing areas. Senior Center (includes patios)	\$2,050.00
Rose Garden (Each Area as defined under Exposition Park Rose Garden Section)	\$3,125.00
Commercial Still Photo	
1 – 14 Persons	\$75.00/Day
15+ Persons	\$150.00/Day

GENERAL INSTRUCTIONS AND POLICIES REGARDING RATES AND FEES

Revised April 2026

1.0 DEVIATIONS FROM ESTABLISHED FEES

The following rates and fees have been approved by the Recreation and Parks Board of Commissioners, under the legal authority of the City of Los Angeles City Charter. No deviation, reduction, or waiver of rates and fees charges shall be allowed without approval of the Board. Further, it is the policy of the Board that no deviation, reduction, or waiver of rates and fees charges or other priority use or privileges will be afforded to any group or organization that discriminates or is found to discriminate on the basis of race, religion, national origin, ancestry, sex, sexual orientation, age, physical handicap, marital status or medical condition.

1.1 NO-FEE WAIVER POLICY

It is the policy of the Board of Recreation and Parks to deny all requests for waiver of fees. The Department may underwrite facility use fees if the sponsorship criteria stated in the No-Fee Waiver policy (Board Report No. 013- 2017, dated 6/8/03) is met. Appropriate staff, and the General Manager, must approve the request. Salaries and expenses associated with the event will not be underwritten. Also, City Council declaration of a “special event” does not waive Recreation and Park Department fees. Full description of the No-Fee Waiver Policy follows the General Information pages.

1.2 DISCOUNTED FEES FOR LOW INCOME RECREATION CENTERS

Facilities designated as Subsidized Centers, on the list which follows, qualify for discounted rates only as specified within the Rates and Fees pages.

1.3 CITY / GOVERNMENT USE

City agencies and government entities, for conduct of training, work meetings, and other government business activities authorized by the General Manager or an appointed designee, are exempt from facility use fees, subject to availability. Staff fees apply outside of normal facility hours. This exemption does not apply to facilities where a specific fee for Department, City, or other government use has been addressed **or for facilities for which the primary use is public rental for weddings and social events.**

1.4 GROUPS EXEMPTED FROM PAYMENT OF FEES

This policy, found in the *Community Recreation Center* page, shall apply to all recreation centers, community centers, sports centers, and senior citizen centers, unless a specific list of exempted groups has been approved for the respective facility.

2.0 INSURANCE REQUIREMENTS

Insurance may be required for certain types of events or programs. Please refer to the Insurance Requirements section in this manual. Permitted activities may not begin until Proof of Insurance is accepted by the City Risk Manager. This can be accomplished by having the permittee or contractor's insurance broker upload proof of insurance that meets the requirements on to KwikComply.org. A Certificate Approval Number will be provided when proof of insurance has successfully been uploaded to KwikComply. This is the only method for the submission of proof of insurance. Providing this information directly to any RAP staff is not acceptable.

General Liability requirements begin at \$1,000,000 per single occurrence but may be higher depending on the risk level of the activities undertaken. The City must be named as an additional insured on general liability policies. Additional requirements may apply. RAP staff may refer to the database on KwikComply.org to verify that valid insurance has been submitted. RAP staff may also contact RAP Risk Management at rap.riskmgmt@lacity.org with any questions.

3.0 ALCOHOL POLICY

The selling, serving, and consumption of alcoholic beverages on Department property must comply with the Department's Alcoholic Beverage policy. Please refer to the Alcoholic Beverage Policy section in this manual. **At facilities for which the primary use is public rental for weddings and social events, the Department's contracted bar services must provide and serve all beverages when alcohol is served.**

4.0 ALLOCATION OF FEE DEPOSITS

Unless otherwise stated, all monies collected are to be deposited into the General Fund #2790. Instructions for depositing monies into an account other than the General Fund are written in italics.

4.1 DEPOSITS TO SPECIAL ACCOUNT 1750

- Recreation Services Branch
- Aquatic Division

Monies deposited into account 1750 are only to be used for sports facility repairs/refurbishment and gym floors/equipment. Expenditures must be approved by the Assistant General Manager of the Recreation/Operations Branch and the General Manager or Designee.

4.2 UTILITY USE FEE

Unless otherwise specified, the standard utility use fee is **\$75.00** per day. The fee is to be deposited into the Department of Recreation and Parks General Fund Account. Utilities include the use of a water source or electrical outlet.

5.0 DEFINITIONS

5.1 ADULTS, YOUTH, SENIOR CITIZENS, AGE GROUPS

When separate fees are charged for Adults, Youth, and Senior Citizens, and the age range for each are not specified, the following criteria shall be used:

Adults -- Ages 18-49

Youth -- Ages 17 years and younger

Senior Citizen -- 50 years and older

5.2 HOLIDAYS

Holidays are: New Year's Day, Martin Luther King Jr. Day, President's Day, Cesar Chavez Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Indigenous People's Day, Veterans Day, Thanksgiving Day, the Friday after Thanksgiving, Christmas Day. When any of these holidays fall on a Sunday, the holiday will be observed on the following Monday. When any of these holidays fall on a Saturday, the holiday will be observed on the prior Friday.

5.3 FEES

Fees stated in terms of "First X number of hours" are to be applied for consecutive use in the same day. Fees are not to be prorated. The fee stated shall apply to any portion of use within that time period.

6.0 STAFF FEES

6.1 PART-TIME FEES

Unless otherwise stated, part-time staff coverage fees are \$35.00 per hour and are to be deposited into the facility MRP Account.

6.2 FULL-TIME FEES

Full-time staff coverage fees will be charged at the current overtime rate and are to be deposited into the Facility MRP Fund Account.

6.3 PARK RANGER FEES

Refer to the Park Rangers page for staff rates for security, traffic control, or related duties in support of permitted uses.

6.4 ADDITIONAL STAFFING NEEDS

At the discretion of the Region Superintendent, or equivalent level manager, 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. This may include requirements for hiring through the Department one or more Security Officers for time before, during, and after an event.

7.0 AMPLIFIED SOUND POLICY

LAMC Section 63.44.B.4

Pending language revision: *From City Attorney*

Prohibits any person from using amplified sound anywhere within a park except in locations that RAP sets aside for such a purpose. That prohibition does not apply to normal use of portable radios, televisions, record players or tape recorders played or operated in such places and at such times so as not to disturb other persons in their permitted uses of the park.

LAMC Section 63.44.B.5

No person shall hold or conduct any musical event or concert in which any sound amplifying system is utilized without first obtaining a written permit from RAP.

LAMC Section 115.02

The operation or use of sound amplifying equipment for noncommercial purposes within 500 feet of a residential zone is prohibited between the hours of 4:30 p.m. and 9:00 a.m. of the following day. Sound shall not be audible at a distance in excess of 200 feet from the sound equipment. Prohibition does not apply to RAP or RAP permittees if the permit matches the above.

LAMC Section 41.57

Prohibits amplified sounds in any park that result in "loud and raucous noise," which is defined to mean any sound or any recording thereof when amplified or increased by any electrical, mechanical, or other device to such volume, intensity or carrying power as to unreasonably interfere with the peace and quiet of other persons within or upon any one or more of such places or areas, or as to unreasonably annoy, disturb, impair or endanger the comfort, repose, health, or safety of other persons within or upon any one or more of such places or areas.

MUNICIPAL SPORTS

Revised April 2026

MUNI JURISDICTION

OUTDOOR SPORTS FIELDS

The Municipal Sports Section will have sole jurisdiction over the use of all facility **sports fields** (ball fields, soccer fields, and multi-purpose fields):

- Monday through Friday from 7:00 p.m. to 10:30 p.m.; and
- Sunday from 8:00 a.m. to 5:00 p.m.

GYMNASIUMS

The Municipal Sports Section will have sole jurisdiction over the use of all facility **gymsnasiums** a minimum of one night per week. The night(s) per week will be selected by the Facility's Directors-in-Charge and approved by the Region Superintendent. For programming consistency, the selected night per week should not vary from season to season.

- One night per week (Monday through Thursday) from 7:00 p.m. to 10:30 p.m.
- Muni Basketball Seasons: Spring (Late March - Late June) and Fall (Early September - Late December)

FIELD USAGE FEES

All permits issued for outdoor sports facilities will be assessed a non-refundable **\$25.00** permit application fee deposited into the Regional Municipal Sports MRP Account.

REFUNDABLE DEPOSIT

To be deposited into the MRP Fund Account.
Refundable Maintenance Security Deposit

\$100.00 (minimum)

Deposited into the Regional Municipal Sports Account or Facility MRP Fund Account, whichever is the permitting agency. This fee should only be refunded if there are no damages and the permittee performed basic clean-up and litter pick-up. The permittee may be charged a larger deposit depending on the size of the activity/event.

At the discretion of the Region Superintendent, some events and/or activities may require additional maintenance, security, traffic control, and/or event monitoring, due to size, location, scope of activities, and/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 for the classification required.

PAYMENT DUE DATES

Payment is due in full at the time the permittee is invoiced. For groups reserving on a monthly basis, payment is due by the 15th of the preceding month. *Example: Payment for a March permit is due by February 15th.*

ADDITIONAL INFORMATION

Basic Hourly Rate:

The applicable rate shall apply to any class, workshop, meeting, activity, etc. where money/fee is not collected. Youth and adult practices, youth and adult games (games not made up of tournament teams).

Income Generating Activity:

The applicable rate shall apply if goods are sold; and/or an admission or registration fee is charged for an activity or event; and/or donations are collected, either on-site or off-site, by any entity (including for-profit, non-profit, or individual organizers).

For sports areas, the rate shall apply to requests for youth and adult tournament play; leagues composed solely of club, travel, or tournament teams; as well as for sports camps, clinics, classes, and private lessons.

If Department staff identifies a permittee engaging in income-generating activity under their permit, that permit will be immediately reclassified as income-generating, and all future permit applications will be at the income-generating rate.

Subletting / Subleasing Prohibited:

Applicants shall not transfer, assign, or sublet use of the facility, or fields, or apply for use on behalf of another person or organization. All facility use and field allocation modifications created after the permit is issued must be approved by City staff and a revised Facility Use Permit would be issued. Any infractions of this policy will result in the loss of use of all City parks, fields, or facilities immediately, and may include restitution of lost revenue.

Staff Fees:

When staff presence is required for the full duration of a permitted activity, an hourly staff fee will be applied to the permit. Part time staff rates are outlined in the General Information section. Staff fees are not required for permits occurring during regular recreation programming hours when the facility is open, including Sundays (with the exception of synthetic fields). If the facility is closed during the time of the permitted activity, the permittee will be responsible for staff fees for the entire duration of the reservation.

At locations hosting multiple concurrent permits (e.g., several picnic reservations), the Region Superintendent has the discretion to prorate and allocate the staff fee across all permit holders.

Dedicated Sports Centers and Specialized Sports Play Fields operated and permitted under the jurisdiction of the Municipal Sports Section shall be subject to an additional fee of five dollars \$5.00 per hour when staff presence is not required for the full duration of the permitted period, to cover staff time required to open and close restrooms.

Maintenance Monitor: Due to high usage levels at Whitsett Sports Complex and John Ferraro Sports Complex, an additional maintenance fee of \$5.00 per hour, per field will be applied. This fee will be deposited into the Municipal Sports Fund Account and is designated to support the presence of an on-site maintenance monitor.

ADULT USE - OUTDOOR AREAS (excludes synthetic fields)

From the fees below:

\$7.00 per hour deposited into the Regional Municipal Sports MRP Account for sports facility refurbishment.

Valley sites: MRPXXX65 Metro/Pacific/West sites: MRPXXX50

\$5.00 per hour is to be deposited into the Facility MRP Account.

Remaining funds are to be deposited into the General Fund Account.

Exclusive Use of Outdoor Sports Facility (multi-purpose field and dedicated athletic fields (i.e. dream field).
Excludes synthetic fields.

Diamond Sports - Softball, Baseball, Kickball, etc. **Field Sports** - Soccer, Football, Rugby, Lacrosse, etc.

	<u>Diamond/Court</u>	<u>Field</u>	<u>Income Generating Activity</u>
	<u>Basic Hourly Rate*</u>	<u>Basic Hourly Rate*</u>	<u>Hourly Rate**</u>
<u>Recreation Center</u>			
Daylight Play:	\$50.00	\$55.00	\$100.00
When Lights Are Used:	\$60.00	\$65.00	\$120.00

Subsidized Center

Daylight Play:	\$40.00	\$45.00	\$80.00
When Lights Are Used:	\$50.00	\$55.00	\$100.00

<u>Senior 50+ Sports Subsidized Rate</u>	\$30.00	\$40.00	\$60.00
<i>(Groups with a minimum of 75% of its participants aged 50 and over)</i>			

SYNTHETIC TURF FIELD USE FEES

From the fees below:

5% deposited into the Citywide Special Fund Account for activity monitors. (MRPXX106)

20% deposited into the Regional Municipal Sports MRP Account for sports facility refurbishment.

Valley: MRPXXX65 Metro/Pacific/West: MRPXXX50

25% deposited into the Facility MRP Fund Account.

50% deposited into the General Fund Account.

The following fees shall govern all Synthetic (Artificial) Turf Fields with the exceptions of the **Soboroff Sports Field at EXPO Center** and **Jackie Robinson Stadium at Michelle and Barack Obama Sports Complex**.

Income Generating Rate:	<u>YOUTH</u>	<u>ADULT</u>
Daylight Use:	\$90.00	\$110.00
Use of Lights:	\$110.00	\$130.00

ADULT USE - SYNTHETIC FIELD

Additional Staff Fees may apply. The rates below are per field / per hour.

	<u>MINI</u>	<u>SMALL</u>	<u>MEDIUM</u>	<u>LARGE</u>
Field Size:	149 feet or less	150-229 feet	230-289 feet	290+ feet
	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>
Daylight Use:	\$45.00	\$50.00	\$55.00	\$60.00
Use of Lights:	\$55.00	\$60.00	\$65.00	\$70.00

INSURANCE COVERAGE

Insurance coverage may be required. See INSURANCE REQUIREMENTS. All applications received by the Municipal Sports Section requesting Youth and/or Adult sport permits and/or special events will be evaluated by staff to determine the level of risk associated with the request. All regular, on-going permits will require insurance.

PERMITTING

The Department prioritizes the general use of outdoor sports facilities based on the following criteria in descending order:

- 1) Recreation and Parks Department organized activities.
- 2) Long term leases, film permits, conditional use, right of entry, etc.
- 3) Six month or longer revocable permits (i.e. Little Leagues).
- 4) Youth and Adult independent agency requests for permits:
 - a. Permit requests priority will go to agencies requesting to renew existing permits for the same dates as previously permitted.
 - b. New agency requests will be awarded on a first-come, first-serve basis.

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 provided the time period requested is available, and all requirements are met.

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 effort to foster good communication with Facility Directors-In-Charge to adjust game times to the needs of the community. If a facility has received special authority from their immediate supervisor to close earlier than 10:30 p.m., it is important that either the supervisor or the Director-In-Charge inform the Municipal Sports Section, so that scheduling may be adjusted for abbreviated hours.

The Municipal Sports Section will receive all applications and approve and issue permits for the use of outdoor sports fields for independent sports leagues during Municipal Sports jurisdiction

When “night rate” applies

- | | |
|--|----------------------------|
| • 1st Sunday in November - 2nd Saturday in March | 5:00 pm (daylight savings) |
| • 2nd Sunday in March - August | 7:30 pm |
| • September | 7:00 pm |
| • October - 1st Saturday in November | 6:30 pm (daylight savings) |

CANCELLATION / REFUND POLICY: PERMITS

Department cancellations due to Rain outs, Field maintenance, or Department use, will be credited or rescheduled. Non-use of the field by organization is subject to the cancellation fees below.

- A **FULL refund** will be issued if the permit or event is canceled by the Department.
- Transfers/Credits (where applicable): A 15% Administrative Fee. (*14 day minimum required for transfers/credits*).
- Refund does not apply to the \$25.00 non-refundable application fee.

PERMITS (200 attendees or less)

Requests 28 or more days prior to event	85% Refund of Fees
Requests 14-27 days prior to event	50% Refund of Fees
Requests 13 days or less prior to event	No Refund of Fees

YOUTH SPORTS

refer to the COMMUNITY RECREATION CENTER section.

YOUTH SYNTHETIC FIELD

refer to COMMUNITY RECREATION CENTER section.

SPECIAL EVENT / FUNDRAISING

refer to SPECIAL EVENTS / FUNDRAISERS section.

STAFFING FEES

refer to the GENERAL INFORMATION section.

GENERAL

Expenditures from the Municipal Sports Fund Account for Field Refurbishment must have prior authorization of a committee consisting of regional management including Superintendent, Principal Recreation Supervisor, and the Recreation Supervisor in charge of the Municipal Sports Section. Field Use Permits when Facility is normally closed (including but not limited to Saturday and Sunday nights): In addition to any of the above standard fees, the current hourly rate (see General Instructions section) shall be charged to cover the cost of Staff. This fee shall be deposited in Facility's MRP Fund Account.

ADULT SPORTS LEAGUES (run by Municipal Sports Section)

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

RAP General Fund:	A portion of all team registration fees are deposited into the Recreation and Parks General Fund Account to support departmental operations
Administration Fee:	This fee includes, but is not limited to, the following services: league organization and administration, scheduling, coordinating league locations, officials' assignments, standings, promotion, supplies, and awards. Funds will be deposited into the applicable Municipal Sports MRP account.
YSEP:	The Youth Sports Enhancement Program (YSEP) account is used to support citywide youth sports tournaments. The funds are transferred annually to the Youth Citywide Sports Board account to assist with seasonal tournaments.
Bond:	All teams are required to have a bond on file to cover the cost of officials if the team forfeits a game. Bond amounts are based on the full cost of officials for 2 games. Unused portions of the bond are refundable at the end of the season if requested in writing by the bond payer.
Officials' Fees:	This fee covers the cost of officials/scorekeeper and is paid directly to the official(s) prior to each game.

Municipal Adult Sports Leagues Fee Breakdown - NEXT PAGE

ADULT SPORTS LEAGUES FEE BREAKDOWN

VALLEY SPORTS OFFICE**BASEBALL**

General Fund	\$150.00
Administration (MRP X65)*	\$150.00
(3) Dozen Baseballs (price may vary)	\$250.00
TOTAL COST: Returning team	<u>\$550.00</u>
Refundable Forfeit Bond	\$400.00
TOTAL COST: New Team	<u>\$950.00</u>

BASKETBALL

General Fund	\$115.00
Administration (MRP X65)*	\$150.00
TOTAL COST: Returning team	<u>\$265.00</u>
Refundable Forfeit Bond	\$240.00
TOTAL COST: New Team	<u>\$505.00</u>

SOFTBALL - Slow Pitch

General Fund	\$150.00
Administration (MRP X65)	\$150.00
1 Dozen Softballs (price may vary)	\$75.00
TOTAL COST: Returning team	<u>\$375.00</u>
Refundable Forfeit Bond	\$80.00
TOTAL COST: New Team	<u>\$455.00</u>

CSY - METRO/PACIFIC/WEST**FLAG FOOTBALL**

General Fund	\$115.00
Administration (MRP X50)*	\$210.00
TOTAL COST: Returning team	<u>\$325.00</u>
Refundable Forfeit Bond	\$300.00
TOTAL COST: New Team	<u>\$625.00</u>

SOCCER - 7v7

General Fund	\$115.00
Administration (MRP X50)*	\$175.00
TOTAL COST: Returning team	<u>\$290.00</u>
Refundable Forfeit Bond	\$140.00
TOTAL COST: New Team	<u>\$430.00</u>

SOCCER - 11v11

General Fund	\$150.00
Administration (MRP X50)*	\$225.00
TOTAL COST: Returning team	<u>\$375.00</u>
Refundable Forfeit Bond	\$400.00
TOTAL COST: New Team	<u>\$775.00</u>

VOLLEYBALL

General Fund	\$115.00
Administration (MRP X50)*	\$160.00
TOTAL COST: Returning team	<u>\$275.00</u>
Refundable Forfeit Bond	\$30.00
TOTAL COST: New Team	<u>\$305.00</u>

*\$10 of the administration fee per team is to be deposited into the YSEP account (MRP X60).

In addition to the above registration fees, all teams must cover half of the cost of the official(s) and scorekeeper. Official's fees: paid in cash prior to each game:

Baseball:	\$100.00/team	(2 Umpires @ \$100 each)
Basketball:	\$60.00/team	(2 Referees @ \$45 each, 1 Scorekeeper @ \$30)
Softball	\$20.00/team	(1 Umpire @ \$40)
Flag Football	\$75.00/team	(3 Referees @ \$50 each)
Soccer - 7v7	\$35.00/team	(1 Referee @ \$70)
Soccer - 11v11	\$100.00/team	(1 Referee @ \$100, 2 Assistant Referees @ \$50 each)
Volleyball	\$15.00/team	(1 Referee @ \$30)

In the event of a forfeit, the forfeiting team's bond will be used to cover the full cost of officials/scorekeeper fees.

Officials' Bond: used when the official does not show up for an assigned game. The amount varies per sport.

ADULT SPORTS LEAGUES REFUND POLICY

A FULL refund will be issued if the permit or event is canceled by the Department.
The first league game constitutes the start of the program

ADULT SPORTS LEAGUES (INDIVIDUAL REGISTRATION) - SENIOR SOFTBALL LEAGUE

Cancellation prior to the start of the league	85% Refund of Fees
Once league has started	No Refund of Fees

ADULT SPORTS LEAGUES (TEAM REGISTRATION)

Requests 21 or more days prior to the start of the league	85% Refund of Fees
Requests 14-20 days prior to the start of the league	50% Refund of Fees
Requests 13 days or less prior to the start of the league	No Refund of Fees

*Any exception to the above policies requires Region Superintendent (or higher) approval.

PICNICS
Revised April 2026

Reservations for use of designated picnic areas may be made for groups of any size which the facility can accommodate. Payment is due in full when the permit request is approved.

PICNIC USE FEES

Non-Refundable Reservation Fee: **\$25.00**
(100% to the Facility MRP Fund Account)

From the fees below:

\$15.00 of the permit fees below shall be deposited into the Region Maintenance Special Fund Account.

Metro: SP89XW03 Pacific: SP89X601 Valley: SP89X401 West: SP89X701

Remaining monies will be deposited into the General Fund Account.

	<u>Recreation Center</u>	<u>Subsidized Center</u>
Daily Rate: Groups of 1-50	\$90.00	\$75.00
Groups of 51-100	\$120.00	\$100.00
Groups of 101-200	\$180.00	\$150.00

PICNIC / EVENTS WITH GROUPS OF 201 OR MORE

refer to SPECIAL EVENTS/FUNDRAISERS.

ADDITIONAL FEES

Utility Hook-Up

100% to the General Fund Account

Applies to the use of an electrical outlet/water use* **\$75.00** per day (plus staff fees as necessary)

*Water use may require additional approval and additional fees. Please work with your Chain of Command if you receive a request for water use.

Moonbounce / Inflatable

100% to be deposited into the Facility MRP Fund Account.

Standard inflatable (15'x15' or smaller)	\$30.00 per inflatable, per day
Large inflatable (16'x16' or larger)	\$50.00 per inflatable, per day

A moonbounce permit applies to any single inflatable (jumper, obstacle course, bull ride, etc.). Proof of insurance for the moonbounce/inflatable company must be verified prior to the event. This requirement can be accomplished by having the permittee or vendor's insurance broker upload proof of insurance onto the city's online insurance compliance system, KwikComply.

REFUNDABLE MAINTENANCE / SECURITY DEPOSIT

Maintenance deposits are *not* required for picnic reservations. The Region Superintendent may charge a maintenance deposit depending on the size and nature of the event. Refer to SPECIAL EVENTS/ FUNDRAISERS. Some events or activities may require additional maintenance, security, traffic control and/or event monitoring staff, due to size, location, scope of activities, or other factors.

STAFF FEES

Part time staff fees are established in the GENERAL INFORMATION section. Full time staff fees will be charged at the current overtime rate. Additional staff fees are NOT required for permits when the recreation center is open, including Sundays.

Facilities where multiple permit requests occur during the same day/time, the Region Superintendent has the discretion to divide the hourly staff fee amongst the permit groups, otherwise standalone PICNIC permits require a

minimum three (3) hour staffing fee. Staff must be assigned during permitted times.

CANCELLATION / REFUND POLICY

A FULL refund will be issued if the permit or event is canceled by the Department.

Refund applies to the daily rate and additional fees only. It does not apply to the \$25.00 non-refundable reservation fee.

Requests 28 or more days prior to event	85% Refund of Fees
Requests 14-27 days prior to event	50% Refund of Fees
Requests 13 days or less prior to event	No Refund of Fees

RACING EVENTS

Revised April 2026

All permits issued will be assessed a non-refundable \$25.00 permit application fee deposited into the Facility or designated Regional Special Fund/ MRP Account, whichever is the permitting agency.

Section refers to any type of race event, including but not limited to walks, runs, 5K, 10K, half/full marathons, theme runs (e.g., Fun Runs or Holiday Runs), cross country meets, triathlons, cycling events, and wheelchair races.

FACILITY USE FEES

From the fees below:

50% to be deposited into the General Fund Account.

50% to be deposited into the designated Region Special Fund /MRP Account.

Reservations require an advance deposit of 50% of the total fees.

	<u>First 3 Hours*</u>	<u>First 5 Hours*</u>	<u>Each Add'l Hour</u>
<u>Youth Cross Country Meets Schools</u>			
500 or less	\$300.00	---	\$75.00
501 or more	\$400.00		\$100.00
 <u>All Races Non-Profit Organizations</u>			
500 or less	---	\$850.00	\$125.00
501 or more	---	\$1050.00	\$160.00
 <u>All Races For-Profit and Commercial Entities</u>			
500 or less		\$3500.00	\$375.00
501 or more		\$4450.00	\$475.00

*Charges also apply for set-up and clean-up time.

PAYMENT OF FEES

The total amount of all fees and deposits due shall be paid at least 60 days prior to the date of the event.

Department Sponsorship: Events must meet sponsorship criteria established in the NO-FEE-WAIVER POLICY. If granted, only use fees will be underwritten, all other fees including staff, clean-up, and vendor fees apply.

REFUNDABLE MAINTENANCE / SECURITY DEPOSIT

To be deposited into the designated Region Special/MRP Fund Account.

\$500.00 (*minimum*)

The Region Superintendent and/or Maintenance Supervisor may require a larger deposit depending on the size of the group. It is the responsibility of the Permittee to keep the event area clean and free of litter during the entire event, and at the culmination. Sufficient trash receptacles (quantity and size to be approved by the Maintenance Supervisor) must be provided. If the Department does not have the required number of receptacles available, the Permittee must provide a sufficient quantity to the satisfaction of the Maintenance Supervisor.

If, in the opinion of the Maintenance Supervisor, a dumpster is required to accommodate the anticipated trash, the Permittee is responsible for providing a dumpster and ensuring that trash receptacles are regularly emptied into the

RACING EVENTS

dumpster during the event.

Vendor Fees:

refer to the SPECIAL EVENTS / FUNDRAISER section.

Portable Restrooms may be required:

refer to the SPECIAL EVENTS / FUNDRAISER section.

CANCELLATION / REFUND POLICY:

Department cancellations due to rain outs, field maintenance, or Department use, will receive a full credit or be rescheduled. Non-use of the area by organization is subject to the cancellation fees below.

- A FULL refund will be issued if the permit or event is canceled by the Department.
- Transfers/Credits (where applicable): A 15% Administrative Fee (*14-day minimum required for transfers/credits*).
- Refund does not apply to the \$25.00 non-refundable application fee.

RACING EVENT (500 participants or less)

Requests 28 or more days prior to the event	85% Refund of Fees
Requests 14-27 days prior to the event	50% Refund of Fees
Requests 7-13 days prior to the event	20% Refund of Fees
6 days or less prior to the event	No Refund of Fees

RACING EVENT (501 participants or more)

Requests 168 or more days prior to event (<i>24+ weeks</i>)	85% Refund of Fees
Requests 84-167 days prior to event (<i>less than 24 weeks</i>)	50% Refund of Fees
Requests 28-83 days prior to event (<i>less than 12 weeks</i>)	20% Refund of Fees
Requests less than 27 days prior to event (<i>less than 4 weeks</i>)	No Refund of Fees

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring, 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.

RESIDENTIAL CAMP RATES

Revised April 2026

CAMP SEELY

RESERVATION POLICY AND PROCEDURES

Reservations for all camps are on a first-come, first served basis.

Week-long and weekend reservations will be accepted **six (6)** months in advance by calling the Camping Office at (213) 664-0571. **Single-day** reservations will be accepted **two (2)** months in advance. If the exact date falls on a weekend or holiday, the reservation will be advanced to the next working day.

Reservations are not confirmed until a signed application and deposit are received.

FACILITY USE FEES

From the fees below:

20% of camp fees to be deposited into the Camping Section Surcharge Account. Acct #89350K

\$8.00 per person/per night to be deposited into the Camp Seely MRP Fund Account for camp upkeep and cleaning. MRPXX715.

A) WEEK-LONG RENTAL USE FEES (Sunday – Saturday)

Summer Basic Rental: (1 – 150 persons) **\$13,500.00 per week**

Call facility for Summer availability. (Approximately June - August)

Each Additional Person - (275 person maximum) **\$100.00 per week**

Lifeguard costs (2 lifeguards) are included in the Week-Long Rental Use Fees.

Additional lifeguards: \$50.00 per hour (minimum of 5 hours).

Camp Seely pool is available mid June - mid August.

Monday through Friday, 8 hours per day. (times will vary depending on the permit group)

Rental Deposit (to hold the date): **\$3,000 minimum**

Balance of rental fees is due four (4) weeks prior to the start of permit. Any additional accumulated fees must be paid within seven (7) days of invoice.

Security Maintenance Deposit:

Maintenance Deposit (minimum)* **\$1000.00**

20% is non-refundable Maintenance Fee **(\$200.00)**

80% is refundable, similar to the Special Events Fee **(\$800.00)**

The **non-refundable** Security Maintenance Fee is to be deposited in the Camp Seely MRP Fund Account. Remaining funds to be deposited into the Department of Recreation and Parks General Fund Account.

*The Region Superintendent may charge more depending on the size of the group.

B) OVERNIGHT / WEEKEND RENTAL USE FEES (Friday – Sunday)

Winter Basic Rental: Off Season (1 – 150 persons) **\$3,125 per night**

Camp Closed Mid November - Mid March

Each Additional Person (275 person maximum) **\$25.00 per night**

Rental Deposit (to hold the date): **\$1000.00**

Balance of rental fees is due four (4) weeks prior to the start of permit. All additional accumulated fees must be paid within seven (7) days of invoice.

Security Maintenance Deposit:

Maintenance Deposit (minimum)* **\$1000.00**

20% is non-refundable (\$200.00)

80% is refundable (\$800.00)

*The Region Superintendent may charge more depending on the size of the event.

C) DAY RENTAL USE FEES: (9:00am - 5:00pm) upon availability

Lodge Rental (4 hour minimum)

	<u>Basic Fee - First 4 Hours</u>	<u>Each Add'l Hour</u>
25 person maximum	\$200.00	\$50.00
50 person maximum	\$300.00	\$75.00
100 person maximum	\$400.00	\$100.00

Kitchen/Dining Hall

\$150/per day

Department sponsored groups are allowed to use the kitchen free of charge with day rental permits.

Rental Deposit (to hold the date):

Reservations require an advance deposit of 20% of the total fees.

Balance of rental fees is due four (4) weeks prior to the start of permit. Any additional accumulated fees must be paid within seven (7) days of invoice.

Security Maintenance Deposit:

Maintenance Deposit (minimum)* **\$150.00**

20% is non-refundable (\$30.00)

80% is refundable (\$120.00)

*The Region Superintendent may charge more depending on the size of the event.

ADDITIONAL CAMP FEES

Week-long (A): Check-in time: 2:00 p.m. on Sundays
Check-out time: 12:00 p.m. on Saturdays

For Week-long (A) and Weekend (B) a charge of 50% of the basic fee for one night will be made for campers arriving one day early or leaving one day late subject to the approval of the Camp Manager.

100% of the fee to be deposited into the Camp Seely MRP Fund Account.

Parking Lot Fee: **\$300.00** per day.
Parking lot included with rental permit.

Security/Clean-up Deposit	\$100.00
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Wait List / Stand by: Groups interested in a reserved date will be placed on a waitlist. If date(s) becomes available, the group will be offered 50% off the basic minimum fee. These reservations will be offered within one month of the desired date(s). Not valid with any other discount offer.

Fees at any camp may be amended for unusual circumstances, with the approval of the Assistant General Manager or designee.

Requests 28 or more days prior to event	85% Refund of <i>Rental Deposit Fees</i>
Requests 14-27 days prior to event	50% Refund of <i>Total Fees</i> paid
Requests 13 days or less prior to event	No Refund of Fees

RESIDENTIAL CAMP RATES (Page 3)

\$60.00 to be deposited into the Camp Seely MRP Fund Account. MRPXX715.

2 nights lodging with 5 meals, snacks, insurance, and programs, with adult supervision (i.e. Family Outings).	\$150.00 - 200.00 per person
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1 night lodging with 4 meals, snacks, insurance, and programs, with adult supervision (i.e. Family Outings).	\$95.00 - \$125.00 per person
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CANCELLATION / REFUND for Family Outings at Seely.

A **FULL refund** will be issued if the permit or event is canceled by the Department.

Requests 14+ days prior to the start of the program	85% Refund of Fees
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Requests 7-13 days prior to the start of the program	50% Refund of Fees
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Requests 6 days or less prior to the start of the program	No Refund of Fees
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The first day of the camp session or program constitutes the start of the program.

GRIFFITH PARK BOYS AND HOLLYWOODLAND GIRLS CAMPS (In-Town Camps)

Reservations for all camps are on a first-come, first served basis.

- Overnight stays for two night reservations will be accepted **six (6) months** in advance.
- Overnight stays for one night reservations will be accepted **four (4) months** in advance.
- Day use reservations will be accepted **two (2) months** in advance.

If the exact date falls on a weekend or holiday, the reservation will be advanced to the next working day. Reservations are not confirmed until receipt of a signed application and deposit.

Our facilities are designed for group *cabin* camping. Reservations are available when camp programs are not in session.

FACILITY USE FEES

From the fees below:

20% of in-town residential camp fees to be deposited into the Camp Surcharge Account. Account #: 89350K

Remaining funds to be deposited into the General Fund Account.

Kitchen/Meals: The use of the kitchen is not included in camp fees. If meals are not provided by camp staff, other arrangements must be approved by the Camp Director prior to the issuance of the permit. If meals are being provided, full payment of the food costs needs to be made 14 days prior to the first day of the reservation.

A) DAY RENTAL: (Available between 9:00 a.m. to 5:00 p.m.)

Rental includes: Exclusive use of camp lodge and grounds.

Griffith Park Boys Camp: includes use of the dining hall, outdoor craft area and field. Does not include cabins or additional camp amenities.

Camp Hollywoodland: includes the use of the dining hall, lawn area, outdoor volleyball court, picnic benches. Does not include cabins or additional camp amenities.

Griffith Park Camp	150 person maximum
Camp Hollywoodland	180 person maximum

Monday - Thursday	<u>First 2 Hours</u> \$400.00	<u>Each Add'l Hour</u> \$125.00 <i>(plus staff fees)</i>
Friday - Sunday	<u>First 4 Hours</u> \$800.00	<u>Each Add'l Hour</u> \$150.00 <i>(plus staff fees)</i>

Rental Deposit:

\$250.00 (due within 10 days of making the reservation)

Security Maintenance Deposit:

\$500.00 (due in addition to the \$250 rental deposit)

20% is non-refundable (\$100.00)

80% is refundable (\$400.00)

See miscellaneous section below for additional amenities.

B) OVERNIGHT RENTAL:

From the fees below:

\$400.00 of each night's rental fee to be deposited into the Boys or Girls Camp MRP Fund Account for overnight staffing.

\$5.00 per person / per night to be deposited into the Boys or Girls Camp MRP Fund Account for additional staffing, for camp upkeep and cleaning.

Rental includes: Exclusive use of camp lodge or meeting room, open outdoor spaces, and cabins, (based on the number of people enrolled, additional cabins may be made available, up to the facility's maximum capacity.

Griffith Park Camp	Cabins have a 10 person capacity <i>(110 person maximum)</i>
Camp Hollywoodland	Cabins have an 18 person capacity <i>(180 person maximum)</i>
50 persons (minimum)	\$1500.00 per night
Each additional person	\$25.00 per person, per night

Rental Deposit:

\$1,500.00 (due within 10 days of making the reservation)

Security Maintenance Deposit:

\$1000.00 (due in addition to the \$1,500 rental deposit)

20% is non-refundable (\$200.00)

80% is refundable (\$800.00)

See miscellaneous section below for additional amenities.

Charge per Meal: 50 meal minimum.

\$6.00 of each meal charge to be deposited into the Boys or Girls Camp MRP Fund Account.

The remaining funds are deposited into the Department of Recreation and Parks General Fund Account.

Basic Options: Meals from Menu Selection

Breakfast	\$12.00 per person
Lunch	\$15.00 per person
Dinner	\$18.00 per person

Specialty Meals: (price based on food selection, availability and cost)

Lunch	\$16 - \$30 per person
Dinner	\$25 - \$40 per person

ADDITIONAL CHARGES: IN-TOWN RESIDENTAL CAMPS

Early Arrivals / Late Departures

Weekends: Check-in time 4:00 p.m.
Check-out time 12:00 p.m.

A charge of \$5.00 per person will be levied for each hour a group remains in camp beyond the check-out time (minimum of \$250.00 charge per hour). To be deposited into the Boys/Girls Camp MRP Fund Account.

Miscellaneous:

From the fees below:

100% to be deposited into the Boys/Girls Camp MRP Fund Account.

Use of Cabins (beyond use for sleeping, or for day rental)	\$75 per cabin
T.V. and D.V.D.	\$100 per day
P.A. System	\$75.00 per day
Coffee	\$50.00 per 100 cup pot
Gate Monitor - <i>minimum of 4 hours</i>	\$50.00 per hour
Seasonal Lifeguards: 2 or more lifeguards per each extra 50 people (if available). Additional costs may be required for pool operation.	\$250.00 for 5 hours \$50.00 (each add'l hour)
Use of Ropes Course, Climbing Wall, or Leap of Faith	\$500.00 per element/per day (<i>plus staff fees</i>)
Archery	\$200.00 per day (<i>plus staff fees</i>)

Staff fee: refer to GENERAL INFORMATION section.

From the fees below:

100% to be deposited into the General Fund Account.

Scan	\$1.00 per page
Copies	\$1.00 per copy
Gas Fire / Fire Wood (when available)	\$15.00 per campfire (<i>plus staff fees</i>)
Snacks	\$4.00 - \$6.00 per person

CANCELLATION / REFUND POLICY

A **FULL refund** will be issued if the permit or event is canceled by the Department.

No refund of food/meal charges (where applicable) will be given.

Food/meal charges only apply to Camp Hollywoodland and Griffith Park Boys Camp.

Requests 28 or more days prior to event	85% Refund of Fees (<i>refund of the initial deposit</i>)
Requests 14-27 days prior to event	50% Refund of Fees (<i>refund of the initial deposit</i>)
Requests 13 days or less prior to event	No Refund of Fees

SPECIAL NOTE

Fees at any camp may be amended for unusual circumstances, with the approval of the Assistant General Manager or designee.

CAMPING SECTION RECREATIONAL PROGRAMS

Week-long Camp:

From the fees below:

\$200.00 to be deposited into the General Fund Account.

Remaining funds to be deposited into the Facility MRP Account.

- (4) nights lodging with 13 meals, snacks, insurance, supervision, programs and supplies. **\$600.00-\$900.00** per person

Fees determined by camp staff based on field trips, planned programs and special events during the camp week.

Overnight/weekends at Camp Hollywoodland and Griffith Park Boys Camp:

From the fees below:

\$40.00 to be deposited into the General Fund Account.

Remaining funds to be deposited into the Facility MRP Fund Account.

- (2) nights lodging with 5 meals, snacks, insurance, supervision, and program (i.e. Girls Getaway/Boys Getaway) **\$150.00 - \$200.00** per person
- (2) nights lodging with 5 meals, snacks, insurance, supervision, and program (i.e. Mother/Daughter Weekend) **\$130.00 - \$160.00** per person
- (1) night lodging with 4 meals, snacks, insurance, supervision, and program (i.e. Mommy and Me) **\$75.00 - \$100.00** per person

CANCELLATION / REFUND POLICY for weekend/weeklong camps

A FULL refund will be issued if the permit or event is canceled by the Department.

Requests 14+ days prior to the start of the program	85% Refund of Fees
Requests 7-13 days prior to the start of the program	50% Refund of Fees
Requests 6 days or less prior to the start of the program	No Refund of Fees

The first day of the camp session constitutes the start of the program.

Late Charge:

There will be a \$50.00 late charge to youth campers that are not pre-registered by designated dates.

Special Promotional Discount:

Griffith Park Boys Camp and Camp Hollywoodlandland may offer publicized special promotional camp programs at a discount not to exceed 15% of the basic fee, with the approval of the Assistant General Manager or designee.

Department Day Camp Programs:

Griffith Park Boys Camp and Camp Hollywoodland may be used during the day for Department programs at no charge. Check with Camp Directors for availability of camp. Additional fees are required for meals, supplies, and staffing (if necessary).

City Department Rental:

Griffith Park Boys Camp and Camp Hollywoodland may be used on weekdays, during the day (not to exceed eight (8) hours) for official City use by other City of Los Angeles Departments for a special fee of 50% of the advertised rate, plus the cost of meals, supplies, additional site activities, and staff (if necessary).

Camping Section Catering:

- 1) Catering menu options provided upon request; pricing based on current industry costs.
- 2) Annual Catered Events: Senior 90+, CLASS Parks Fright Night, Pershing Square Holiday Ice Rink, Salute to Recreation.
- 3) Blackout Dates: **May 1- August 31.**
- 4) Contact the Camping Section Supervisor for catering requests.

SENIOR CITIZEN CENTERS

Revised April 2026

Anderson Memorial SCC	Betty Hill SCC	Boyle Heights SCC
Canoga Park 50+ Adult Center	Claude Pepper SCC	El Sereno SCC
Fairfax SCC	Felicia Mahood MPC	Glassell Park SCC
Griffith Park Adult Community Center	Highland Park Adult SCC	Las Palmas SCC
Lincoln Heights SCC	Lou Costello SCC	Mid-Valley SCC
Montecito Heights SCC	North Hollywood SCC	Pan Pacific SCC
Robert M. Wilkinson MPC	Slauson SCC	Sunland SCC
Vineyard SCC	Watts SCC	Westchester SCC
South Los Angeles Sports Activity Center		
Sherman Oaks East Valley Adult Center (SOEVAC)		

The following fees shall govern all Senior Citizen Centers with the exception of the Ahmanson Senior Citizen Center at **EXPO CENTER**.

All permits issued will be assessed by a non-refundable **\$25.00** permit application fee deposited into the Facility MRP Fund Account.

SPECIAL "MEMBER" RATES

Members registered with any Senior Citizen Center shall pay fees in accordance with the rates set forth in the "Community Recreation Centers" section for senior events only (see appropriate pages for fee information).

FACILITY USE FEES

50% of fees to be deposited into the General Fund Account.

50% of fees to be deposited into the Facility MRP Fund account.

Reservations require an advance deposit of 50% of the total fees.

FACILITY USE FEES

	<u>Basic Rate</u>		<u>Income Generating Rate*</u>	
	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>	<u>First 4 Hours</u>	<u>Each Add'l Hour</u>
Auditorium	\$500.00	\$100.00	\$800.00	\$200.00
Class Room, Lounge	\$300.00	\$75.00	\$600.00	\$150.00
Lunch Room				
<u>WATTS SENIOR CENTER</u>				
Outdoor Events	\$250.00	\$50.00	----	----
Rose Garden Weddings				
Atrium	\$150.00	\$35.00	----	----

**Income generating rates apply to any event charging fees or collecting donations.*

ADDITIONAL CHARGES

100% of fees below to be deposited into the Facility MRP Fund Account.

Kitchen Rental: \$90.00

Gatherings with Refreshments: \$30.00

Public Address System Set-Up: \$75.00 (where available)

<u>Table Rental:</u>	<u>Senior Citizen Center</u>
Less than 10 (where available)	\$90.00
10 or more (where available)	\$120.00

<u>Chair Rental:</u>	
50 or less	\$50.00
51-100 (where available)	\$75.00
101 or more (where available)	\$125.00

Utility Hook-Up

100% to the General Fund Account

Applies to the use of an electrical outlet/water use*

\$75.00 per day (plus staff fees as necessary)

*Water use may require additional approval and additional fees. Please work with your Chain of Command if you receive a request for water use.

EVENTS WITH GROUPS OF 201 OR MORE refer to the SPECIAL EVENTS / FUNDRAISERS section.

REFUNDABLE MAINTENANCE / SECURITY DEPOSIT

100% to be deposited into the Facility MRP Fund Account.

Refundable Maintenance Security Deposit (minimum) **\$100.00**

This fee should only be refunded if there are no damages and the permittee performed basic clean-up and litter pick-up. The permittee may be charged a larger deposit depending on the size of the activity/event.

At the discretion of the Region Superintendent, some events and/or activities may require additional maintenance, security, traffic control, and/or event monitoring, due to size, location, scope of activities, and/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 for the classification required.

CANCELLATION / REFUND POLICY

Department cancellations due to rain outs or Department use, will receive a full credit or be rescheduled.

Non-use of the field by organization is subject to the cancellation fees below.

- A **FULL refund** will be issued if the permit or event is canceled by the Department.
- Transfers/Credits (where applicable): A 15% Administrative Fee (*14-day minimum required for transfers/credits*).
- Refund does not apply to the \$25.00 non-refundable application fee.

PERMITS (200 attendees or less)

Requests 28 or more days prior to event	85% Refund of Fees
Requests 14-27 days prior to event	50% Refund of Fees
Requests 13 days or less prior to event	No Refund of Fees

SPECIAL EVENTS (201- 999 attendees)

Requests 28 or more days prior to the event	85% Refund of Fees
Requests 14-27 days prior to the event	50% Refund of Fees
Requests 7-13 days prior to the event	20% Refund of Fees
Requests 6 days prior to the event	No Refund of Fees

ADDITIONAL REQUIREMENTS

See WEDDINGS AND SOCIAL GATHERINGS – Additional Requirements.

STAFF FEES

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

FLEX RATE

To encourage increased utilization of the facility during periods of low demand, the Region Superintendent may authorize a **20% discount** on the approved base and hourly rates for facility use. This discount may be applied to permit requests **submitted at least thirty (30) days in advance** of the requested use date. The discount will be granted in increments of thirty (30) days, subject to availability and administrative approval.

SPECIAL EVENTS / FUNDRAISERS

Revised April 2026

All permits issued will be assessed a non-refundable **\$25.00** permit application fee deposited into the Facility or Regional MRP Fund Account, whichever is the permitting agency.

Special events include, but are not limited to public service activities, arts and crafts shows/exhibitions, baseball card shows, cultural fairs, white elephant sales, festivals, and fiestas. Fees are to be charged for each area used and for each activity as applicable.

Reservations require an advance deposit of 50% of the total fees. Full payment must be made 30 days prior to the event.

FACILITY USE FEES

From the fees below:

90% to be deposited into the General Fund Account.

10% to be deposited into the Facility or Regional MRP Fund Account.

OPEN SPACE - OUTDOOR (Exclusive Use)

Anticipated Attendance

	<u>Basic Daily Rate</u>	<u>Income Generating</u>
1 - 100	\$100.00	\$200.00
101 - 200	\$200.00	\$400.00
201 - 500	\$400.00	\$800.00
501 - 999	\$800.00	\$1,600.00
1,000 or more	\$1,200.00 minimum*	Negotiable by the Regional Superintendent**

*The minimum negotiated fee for each additional 1,000 attendees is **\$300.00**.

The minimum negotiated fee for each additional 1,000 attendees is **\$600.00.

VENDOR FEES

100% to be deposited into the Facility or Regional MRP Fund Account.

	<u>Rate Per Day, Per Booth/Space</u> <u>10 x 10 Equivalent Area</u>
Public Agency / Education Booths (no sales of any kind) i.e. library.	No Fee
Non-Profit Organizations (may have sales) i.e. pet adoption agencies.	\$65.00
For-Profit Organizations (may have sales) i.e. local small businesses.	\$130.00
Commercial Entities (for displaying company/banner/product/logo or for when commercial sales are conducted) i.e. Target, Toyota, food trucks, food vendors (for profit).	\$260.00*

**Depending on the number of anticipated attendees, the commercial rate may be increased at the discretion of the Region Superintendent.*

MAINTENANCE / SECURITY DEPOSIT

20% of the total Maintenance / Security Deposit is non-refundable and should be deposited into the designated Facility / Region MRP Fund Account. **\$500.00 (minimum)**

The Region Superintendent and/or Maintenance Supervisor may require a larger deposit depending on the size of the group. It is the responsibility of the Permittee to keep the event area clean and free of litter during the entire event, and at the culmination. Sufficient trash receptacles (quantity and size to be approved by the Maintenance Supervisor) must be provided. If the Department does not have the required number of receptacles available, the Permittee must provide a sufficient quantity to the satisfaction of the Maintenance Supervisor.

If, in the opinion of the Maintenance Supervisor, a dumpster is required to accommodate the anticipated trash, the Permittee is responsible for providing a dumpster and ensuring that trash receptacles are regularly emptied into the dumpster during the event.

PROMOTIONAL BANNER

100% to be deposited into the Facility MRP Fund Account. **\$25.00 per day, per banner**

Displayed on Department property no more than two weeks prior to the special event. The banner shall be for the sole promotion of a permitted special event (e.g., racing event, festival, fundraiser). Banners are not permitted for commercial or sponsorship purposes. Size, language, quantity, and placement of banners must be reviewed by the Region Superintendent prior to approval. The Permittee assumes full responsibility for the installation and maintenance of the banner(s). The date and method of installation and date of removal require prior approval from the Department. The Department is not liable for any damages, theft, or any acts of vandalism or tampering that may occur.

MOONBOUNCE / INFLATABLE

100% to be deposited into the Facility MRP Fund Account.

Standard inflatable (15'x15' or smaller) **\$25.00 per inflatable, per day**

Large inflatable (16'x16' or larger) **\$50.00 per inflatable, per day**

A moonbounce permit applies to any single inflatable (jumper, obstacle course, bull ride, etc.). Proof of insurance for the moonbounce / inflatable company must be verified prior to the event. This requirement can be accomplished by having the permittee or vendor's insurance broker upload proof of insurance onto the City's online insurance compliance system, KwikComply.

ALCOHOL SALES

For the privilege of selling alcoholic beverages on Department owned and/or operated facilities, the permittee shall remit to the Department an agreed upon percentage of gross receipts from all alcoholic beverage sales (which percentage shall not be less than 20%). Of that percentage, fees will be deposited as listed below:

75% of alcohol sales surcharge to be deposited into the Facility MRP Fund Account.

25% of alcohol sales surcharge to be deposited into the General Fund Account.

See the ALCOHOLIC BEVERAGES section for requirement and further details.

ADDITIONAL PARK FEES

Utility Hook-Up

100% to the General Fund Account.

Applies to the use of an electrical outlet/water use.*

\$75.00 per day (plus staff fees as necessary)

*Water use may require additional approval and additional fees. Please work with your Chain of Command if you receive a request for water use.

Water Truck Fee

100% to be deposited into the Facility or Regional MRP Fund Account.

	<u>First 4 hours</u>	<u>Each Add'l Hour</u>
Flat Rate (water included)	\$400.00	\$82.00 (operator rate)

Parking Lot / Parking Space Fees

50% deposited into the General Fund Account.

50% deposited into the Region Maintenance Special Fund Account.

Valley: SP89X401 Metro: SP89XW03 Pacific: SP89X601 West: SP89X701

Per parking space / per calendar day (during park hours of operation).

Long-term parking is not available on a continuing or long-term basis unless a formal agreement has been executed.

Parking lots can be leased for exclusive use under special circumstances at the discretion of the Region Superintendent. In such cases, a flat fee will be negotiated as applicable.

<u>Base Rate</u>	<u>Income Generating*</u>
\$4.00	\$10.00

*Income Generating rate applies when the event organizer is charging the public for parking.

BANDSHELL / AMPHITHEATER USE

refer to BANDSHELLS AND AMPHITHEATERS-GENERAL section.

OUTDOOR FIELDS For athletic use refer to the COMMUNITY RECREATION CENTER section or Center-specific section. For non-athletic use, the Open Space (Exclusive Use) daily rate applies.

PICNICS WITH GROUPS OF 200 OR LESS

refer to the PICNIC section.

INDOOR SPACES - (Exclusive Use)

For indoor spaces for both athletic and non-athletic use

refer to the COMMUNITY RECREATION CENTER section or Center-specific section.

INSURANCE

All Special Events require General Liability insurance. Some events may require additional coverage.

Examples include, but are not limited to:

- The estimated attendance is in excess of 1,000 persons.
- Large amounts of cash (\$5,000+) or quantities of merchandise will be brought onto park property.
- Large quantities of food will be prepared on the premises or catered and sold to the general public.

Permitted activities may not begin until Proof of Insurance is accepted by the City Risk Manager. This can be accomplished by having the permittee or contractor's insurance broker upload proof of insurance that meets the requirements onto KwikComply.org. The standard *Certificate Approval Number (CA#)* will be provided when proof of insurance has successfully been uploaded to KwikComply. This is the only method for the submission of proof of insurance. Providing this information directly to any RAP staff is not acceptable. The City must be named as an additional insured on general liability policies. RAP staff may also contact RAP Risk Management at rap.riskmgmt@lacity.org with any questions.

See the **INSURANCE REQUIREMENTS** section for further details.

Please contact RAP's Risk Management Division for guidance on when insurance is required and at what level. Some events/activities require a higher level of coverage.

PORTABLE PUBLIC SANITARY FACILITIES

The Department of Recreation and Parks meets the Health Department Standard for portable restrooms.

For every 250 (or fraction of) expected attendance:

- (2)-Standard portable restroom
- (1)-ADA portable restroom
- (1)-Wash Station for every four portables

For COMMUNITY EVENTS with 500 or more anticipated attendees, OR for events longer than 4 hours, see the *Public Toilet Facilities* section in the LACDPH recommended guidelines.

<http://www.publichealth.lacounty.gov/eh/docs/permit/community-event-requirements-checklist.pdf>

STAFF FEES

At the discretion of the Region Superintendent, some events or activities may require additional maintenance, security, traffic control and/or event monitoring, due to size, location, scope of activities, and/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.

CARNIVAL (Rides and Game Booths)

If a Permittee requests to add rides and/or game booths to an event, that portion of the event is classified as a “carnival”. The Permittee’s carnival activities must be conducted by a Department-approved carnival operator and such activities shall be subject to the Department’s carnival policies, procedures and fees (refer to Department Instruction No. 321 and the Schedule of Rates and Fees, “Carnivals”).

PERMIT PROCEDURES

It is the responsibility of the Director-in-Charge or Region designee to collect and review all required paperwork (including the Special Event Worksheet, Insurance, and Plot Plan), permit fees, and approvals including, but not limited to, Maintenance, Fire Department, Police Department, Park Rangers, County Health Department, Department of Building and Safety, Bureau of Street Services, etc.

CANCELLATION / REFUND POLICY

A FULL refund will be issued if the permit or event is canceled by the Department.

Refund does not apply to the non-refundable \$25.00 permit application fee and 20% of the Maintenance/Security Deposit.

SPECIAL EVENTS (200 attendees or less)

Requests 28 or more days prior to event	85% Refund of Fees
Requests 14 -27 days prior to event	50% Refund of Fees
Requests 13 days or less prior to event	No Refund of Fees

SPECIAL EVENTS (201- 999 attendees)

Requests 28 or more days prior to the event	85% Refund of Fees
Requests 14 -27 days prior to the event	50% Refund of Fees
Requests 7-13 days prior to the event	20% Refund of Fees
Requests 6 days or less prior to the event	No Refund of Fees

SPECIAL EVENTS (1000+ attendees)

Requests 168 or more days prior to event (24+ weeks)	85% Refund of Fees
Requests 84 -167 days prior to event (less than 24 weeks)	50% Refund of Fees
Requests 28 -83 days prior to event (less than 12 weeks)	20% Refund of Fees
Requests less than 27 days prior to event (less than 4 weeks)	No Refund of Fees

AMPLIFIED SOUND

LAMC Section 63.44.B.4 - Prohibits any person from using amplified sound anywhere within a park except in locations that RAP sets aside for such purpose. That prohibition does not apply to normal use of portable radios, televisions, record players or tape recorders played or operated in such places and at such times so as not to disturb other persons in their permitted uses of the park.

LAMC Section 63.44.B.5 - No person shall hold or conduct any musical event or concert in which any sound amplifying system is utilized without first obtaining a written permit from RAP.

LAMC Section 115.02 - The operation or use of sound amplifying equipment for noncommercial purposes within 500 feet of a residential zone is prohibited between the hours of 4:30 p.m. and 9:00 a.m. of the following day. Sound shall not be audible at a distance in excess of 200 feet from the sound equipment. Prohibition does not apply to RAP or RAP permittees if the permit matches the above.

LAMC Section 41.57 - Prohibits amplified sounds in any park that result in "loud and raucous noise," which is defined to mean any sound or any recording thereof when amplified or increased by any electrical, mechanical, or other device to such volume, intensity or carrying power as to unreasonably interfere with the peace and quiet of other persons within or upon any one or more of such places or areas, or as to unreasonably annoy, disturb, impair or endanger the comfort, repose, health, or safety of other persons within or upon any one or more of such places or areas.

VALLEY REGION - SPECIAL EVENT PARKS

Revised April 2026

- HANSEN DAM PARK RECREATION AREA
- LAKE BALBOA
- WOODLEY PARK
- JANE AND BERT BOECKMANN

FACILITY USE FEES

100% to the Valley Region MRP Fund Account - MRPX500

Non-Refundable Reservation Fee: **\$25.00**

From the fees below:

50% to be deposited into the Valley Region MRP Fund Account.

50% to be deposited into the General Fund Account.

Payment is due in full when the permit request is approved.

HANSEN DAM PARK RECREATION AREA

Areas #1, #2, #3, #4

LAKE BALBOA AND WOODLEY PARK

Areas #1, #2, #3,

Area #4 Lake Balboa (*aka kite field*):

refer to SPECIAL EVENTS/FUNDRAISERS section.

Anticipated Attendance

	<u>Use Fee</u> <u>(Free Admission)</u>
1-50	\$90.00
51-100	\$120.00
101-200	\$180.00

EVENTS WITH GROUPS OF 201 OR MORE

refer to the SPECIAL EVENTS / FUNDRAISERS section.

REFUNDABLE MAINTENANCE / SECURITY DEPOSIT

20% of the total Maintenance/Security Deposit is non-refundable.

\$100.00 - \$1,000.00*

Deposited into the Valley Region MRP Fund Account.

*The Region Superintendent and/or Maintenance Supervisor may require a larger deposit depending on the size of the group.

It is the responsibility of the Permittee to keep the event area clean and free of litter during the entire event, and at the culmination. Sufficient trash receptacles (quantity and size to be approved by the Maintenance Supervisor) must be provided. If the Department does not have the required number of receptacles available, the Permittee must provide a sufficient quantity to the satisfaction of the Maintenance Supervisor.

If, in the opinion of the Maintenance Supervisor, a dumpster is required to accommodate the anticipated trash, the Permittee is responsible for providing a dumpster and ensuring that trash receptacles are regularly emptied into the dumpster during the event.

AMPHITHEATRE USE

Amphitheatre Rate:

First Two Hours
\$450.00

Each Additional hour
\$125.00

Additional Open Space or Special Event Fees may apply.

ADDITIONAL PARK FEES

Utility Hook-Up

100% to the General Fund Account

Applies to the use of an electrical outlet/water use*

\$75.00 per day (plus staff fees as necessary)

* Water use may require additional approval and additional fees. Please work with your Chain of Command if you receive a request for water use.

Moonbounce / Inflatable

100% to be deposited into the Facility MRP Fund Account.

Standard inflatable (15'x15' or smaller)

\$25.00 per inflatable, per day

Large inflatable (16'x16' or larger)

\$50.00 per inflatable, per day

A moonbounce permit applies to any single inflatable (jumper, obstacle course, bull ride, etc. Proof of insurance for the moonbounce/inflatable company must be verified prior to the event. This requirement can be accomplished by having the permittee or vendor's insurance broker upload proof of insurance onto the city's online insurance compliance system, KwikComply.

Water Truck Fee

100% to be deposited into the Valley Region MRP Fund Account.

	<u>First 4 hours</u>	<u>Each Add'l Hour</u>
Flat Rate	\$400.00	\$82.00 (operator rate)
(water utility included)		

Parking Lot / Parking Space Fees

50% deposited into the General Fund Account.

50% deposited into the Region Maintenance Special Fund Account.

Valley: SP89X401 Metro: SP87XW03 Pacific: SP87X601 West: SP89X701

<u>Base Rate</u>	<u>Income Generating*</u>
\$4.00	\$10.00

Per parking space / per calendar day (during park hours of operation).

Long-term parking is not available on a continuing or long-term basis unless a formal agreement has been executed. Parking lots can be leased for exclusive use under special circumstances at the discretion of the Region Superintendent. In such cases, a flat fee will be negotiated as applicable.

*Income Generating Rate applies when the event organizer is charging the public for parking.

CANCELLATION / REFUND POLICY

A FULL refund will be issued if the permit or event is canceled by the Department.

Refund does not apply to the non-refundable \$25.00 permit application fee and 20% of the Maintenance/Security Deposit.

PERMITS (200 attendees or less)

Requests 28 or more days prior to event	85% Refund of Fees
Requests 14-27 days prior to event	50% Refund of Fees
Requests 13 days or less prior to event	No Refund of Fees

SPECIAL EVENTS (201- 999 attendees)

Requests 28 or more days prior to the event	85% Refund of Fees
Requests 14-27 days prior to the event	50% Refund of Fees
Requests 7-13 days prior to the event	20% Refund of Fees
6 days or less prior to the event	No Refund of Fees

SPECIAL EVENTS (1000+ attendees)

Requests 168 or more days prior to event (<i>24+ weeks</i>)	85% Refund of Fees
Requests 84-167 days prior to event (<i>less than 24 weeks</i>)	50% Refund of Fees
Requests 28-83 days prior to event (<i>less than 12 weeks</i>)	20% Refund of Fees
Requests less than 27 days prior to event (<i>less than 4 weeks</i>)	No Refund of Fees

STAFF FEES

refer to the GENERAL INFORMATION section.

SPECIAL EVENTS

refer to SPECIAL EVENTS / FUNDRAISERS section.

FEE GENERATING ACTIVITY

refer to SPECIAL EVENTS / FUNDRAISERS section.

OPEN SPACE

refer to SPECIAL EVENTS / FUNDRAISERS section.

PERMIT PROCEDURES

refer to GENERAL INFORMATION section. *Some events may require special event fees.*

VENDOR FEES

For Booth or Sales Activities

refer to SPECIAL EVENTS / FUNDRAISERS section *under Vendor Fee.*

INSURANCE COVERAGE

refer to the INSURANCE REQUIREMENTS section.
Please contact RAP's Risk Management Division for guidance on when insurance is required and at what level.
Some events/activities require a higher level of coverage.

WOODLEY CRICKET FIELDS

Revised April 2026

FACILITY USE FEES

25% to be deposited into the Special Fund Account. SP89X405

25% to be deposited into the Maintenance Special Fund Account. SP89X401

50% to be deposited into the General Fund Account.

Reservations require an advance deposit of 50% of the total fees.

Cricket Field – Exclusive Use	\$300.00 per day
Cricket Field – Public Use (upon availability)	\$50.00 per hour

SEASONAL RATE

April through November. Premises are closed December through March for field refurbishment. Any organization with a seasonal permit must make at least one field per month available to the general public.

Sports Organizations and Associations (e.g. Southern California Cricket Association)	\$3,500.00 per field
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REFUNDABLE DEPOSIT

Refundable Maintenance Deposit (minimum)*	\$300.00
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*Amount of deposit to be refunded shall be determined by the Regions' Grounds Maintenance Division.

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

A full refund will be issued if the permit, program, or event is canceled by the Department.

21 or more days prior to Event	85% Refund of Fees
11-20 days prior to Event	50% Refund of Fees
Less Than 10 days prior to Event	No Refund of Fees

Exhibit C

City of Los Angeles
Department of Recreation and Parks
FACILITY USE PERMIT FEE SCHEDULE
Revised April 2026

The Rates and Fees are reviewed and approved by the Recreation and Park Board of Commissioners.

APPLICATION FEE:	All permits issued will be assessed a non-refundable \$25.00 permit application fee.
STAFF FEE:	\$35.00 hourly staff fee may be assessed in addition to Rental Rates.
REFUNDABLE MAINTENANCE/SECURITY DEPOSIT:	\$100.00 (minimum)

FACILITY USE FEES – INDOOR AREAS (classrooms, meeting rooms)

HOURLY RATE:	RECREATION CENTER		RECREATION CENTER (SUBSIDIZED)	
	BASIC	INCOME GENERATING	BASIC	INCOME GENERATING
1 - 50 persons	\$30.00	\$95.00	\$25.00	\$60.00
51 - 100 persons	\$50.00	\$145.00	\$35.00	\$90.00
101 or more persons	\$85.00	\$240.00	\$50.00	\$145.00
Table Rental: 1 - 10	\$120.00 (flat fee)		\$90.00 (flat fee)	
11 or more	\$150.00 (flat fee)		\$120.00 (flat fee)	
Chair Rental: 1 - 50	\$75.00 (flat fee)		\$50.00 (flat fee)	
51 - 100	\$100.00 (flat fee)		\$75.00 (flat fee)	
101 or more	\$150.00 (flat fee)		\$125.00 (flat fee)	
Gatherings with Refreshments	\$30.00 (flat fee)			
Kitchen Rental	\$90.00 (flat fee)			

FACILITY USE FEES – GYMNASIUM

HOURLY RATE:	RECREATION CENTER		RECREATION CENTER (SUBSIDIZED)	
	BASIC	INCOME GENERATING	BASIC	INCOME GENERATING
Gymnasium Use	\$70.00	\$140.00	\$60.00	\$120.00
Use of Scoreboard	\$30.00 (flat fee, per day)*			
Use of Volleyball System	\$30.00 (flat fee, per day); includes set-up & take-down*			
*Additional staff fees may apply.				

FACILITY USE FEES – OUTDOOR AREAS

ADULT SPORTS USE			
HOURLY RATE:	DIAMOND / HARDCOURT Softball, Baseball, Kickball, Basketball, etc.	NATURAL TURF FIELD Soccer, Football, Rugby, Lacrosse, etc.	INCOME GENERATING
RECREATION CENTER			
Daylight Play	\$50.00	\$55.00	\$100.00
When Lights are Used	\$60.00	\$65.00	\$120.00
RECREATION CENTER (SUBSIDIZED)			
Daylight Play	\$40.00	\$45.00	\$80.00
When Lights are Used	\$50.00	\$55.00	\$100.00
SENIOR 50+ SPORTS RATE*			
	\$30.00	\$40.00	\$60.00
*Groups with at least 75% of participation aged 50 or older.			
YOUTH SPORTS USE			
HOURLY RATE:	RECREATION CENTER	RECREATION CENTER (SUBSIDIZED)	INCOME GENERATING
TIER 1 - GROUP A: GENERAL USE / PUBLIC SCHOOL TEAMS / NON-RECURRING YOUTH EVENTS			
Daylight Play	\$40.00	\$35.00	\$60.00
When Lights are Used	\$50.00	\$45.00	\$70.00

TIER 1 - GROUP B: PRIVATE YOUTH TEAMS / PRIVATE SCHOOL TEAMS			
Daylight Play	\$40.00	Not available	\$60.00
When Lights are Used	\$50.00	Not available	\$70.00
TIER 2: INDEPENDENT YOUTH SPORTS LEAGUES			
Community based organizations, permittees are required to provide official league schedules.			
Daylight Play	\$21.00	\$16.00	\$60.00
When Lights are Used	\$24.00	\$19.00	\$70.00
TIER 3: NATIONALLY CHARTERED YOUTH SPORTS ORGANIZATIONS / ASSOCIATIONS			
Qualifying organizations: AYSO, Little League, Pony League, USA Lacrosse, USA Softball, Pop Warner, USA Rugby.			
Daylight Play	\$19.00	\$16.00	\$60.00
When Lights are Used	\$22.00	\$19.00	\$70.00

SYNTHETIC TURF FIELD USE FEES

Field Sizes: **MINI (149 ft or smaller)** • **SMALL (150-229 ft)** • **MEDIUM (230-289 ft)** • **LARGE (290 ft or larger)**

ADULT SPORTS USE					
HOURLY RATE:	MINI	SMALL	MEDIUM	LARGE	INCOME GENERATING
Daylight Play	\$45.00	\$50.00	\$55.00	\$60.00	\$110.00
When Lights are Used	\$55.00	\$60.00	\$65.00	\$70.00	\$130.00
YOUTH SPORTS USE					
HOURLY RATE:	MINI	SMALL	MEDIUM	LARGE	INCOME GENERATING
TIER 1 – GROUP A: GENERAL USE / PUBLIC SCHOOL TEAMS / NON-RECURRING YOUTH EVENTS					
RECREATION CENTER					
Daylight Play	\$40.00	\$45.00	\$50.00	\$55.00 full / \$27.50 half	\$90.00
When Lights are Used	\$50.00	\$55.00	\$60.00	\$65.00 full / \$32.50 half	\$110.00
RECREATION CENTER (SUBSIDIZED)					
Daylight Play	\$35.00	\$40.00	\$45.00	\$50.00 full / \$25.00 half	\$90.00
When Lights are Used	\$45.00	\$50.00	\$55.00	\$60.00 full / \$30.00 half	\$110.00
TIER 1: B. PRIVATE YOUTH TEAMS / PRIVATE SCHOOL TEAMS					
RECREATION CENTER					
Daylight Play	\$40.00	\$45.00	\$50.00	\$55.00 full / \$27.50 half	\$90.00
When Lights are Used	\$50.00	\$55.00	\$60.00	\$65.00 full / \$32.50 half	\$110.00
TIER 2: INDEPENDENT YOUTH SPORTS LEAGUES					
Community based organizations, permittees are required to provide official league schedules.					
RECREATION CENTER					
Daylight Play	\$20.00	\$25.00	\$30.00	\$35.00 full / \$17.50 half	\$90.00
When Lights are Used	\$25.00	\$30.00	\$35.00	\$40.00 full / \$20.00 half	\$110.00
RECREATION CENTER (SUBSIDIZED)					
Daylight Play	\$15.00	\$18.00	\$21.00	\$24.00 full / \$12.00 half	\$90.00
When Lights are Used	\$20.00	\$23.00	\$26.00	\$29.00 full / \$14.50 half	\$110.00
TIER 3: NATIONALLY CHARTERED YOUTH SPORTS ORGANIZATIONS / ASSOCIATIONS					
Qualifying organizations: AYSO, Little League, Pony League, USA Lacrosse, USA Softball, Pop Warner, USA Rugby.					
RECREATION CENTER					
Daylight Play	\$15.00	\$20.00	\$25.00	\$30.00 full / \$15.00 half	\$90.00
When Lights are Used	\$20.00	\$25.00	\$30.00	\$35.00 full / \$17.50 half	\$110.00
RECREATION CENTER (SUBSIDIZED)					
Daylight Play	\$13.00	\$16.00	\$19.00	\$22.00 full / \$11.50 half	\$90.00
When Lights are Used	\$18.00	\$21.00	\$24.00	\$27.00 full / \$13.50 half	\$110.00

TENNIS / PICKLEBALL

Rates are per court, per hour.	TENNIS				PICKLEBALL			
	2024	2026	2028	INCOME GENERATING	2024	2026	2028	INCOME GENERATING
RECREATION CENTER								
Daylight Play	\$8.00	\$10.00	\$12.00	\$35.00	\$4.00	\$6.00	\$8.00	\$35.00
When Lights are Used	\$10.00	\$12.00	\$14.00	\$45.00	\$6.00	\$8.00	\$10.00	\$45.00
RECREATION CENTER (SUBSIDIZED)								
Daylight Play	\$8.00	\$8.00	\$10.00	\$30.00	\$2.00	\$4.00	\$6.00	\$30.00
When Lights are Used	\$8.00	\$10.00	\$12.00	\$40.00	\$4.00	\$6.00	\$8.00	\$40.00

PICNICS

DAILY RATE:	RECREATION CENTER	RECREATION CENTER (SUBSIDIZED)
Non-refundable Reservation Fee	\$25.00	\$25.00
Groups of 1-50	\$90.00	\$75.00
Groups of 51-100	\$120.00	\$100.00
Groups of 101-200	\$180.00	\$150.00
<i>Additional staff fees may apply for requests on dates that the facility is normally closed.</i>		

ADDITIONAL FEES

	HOURLY RATE	INCOME GENERATING
Batting Cage Rental: (Ball diamond rental, not included)	\$25.00 (Team practices)	\$50.00 (Private instruction)
Boot Camps	\$80.00	-----
Casting Session: (Requests go directly through the Facility Director.)	\$100.00	-----
	DAILY RATE	
Ball Diamond/Field Prep (Includes bases and/or field striping)	\$25.00 per field (plus, staffing fees if necessary)	
Utility Hook-up (Applies to the use of electrical outlet/water source)	\$75.00	

CANCELLATION / REFUND POLICY

Event cancellations by the Department due to rain outs, field maintenance, or Department use, will receive a FULL REFUND or be rescheduled. Non-use of the field by organization is subject to the cancellation fees below.

A 15% Administrative Fee will be applied to Transfers/Credits where applicable with a minimum 14-day advance notice. Refund does not apply to the \$25.00 non-refundable application fee.

PERMITS (200 ATTENDEES OR LESS)	REFUND
More than 27 days prior to event	85%
14-27 days prior to event	50%
Less than 14 days prior to event	Not applicable

City of Los Angeles - Recreation and Park Rank Analysis

Youth and Adult Outdoor Sports Fields and Room Rentals	Percentile %
Grass Soccer Field - Youth League (Tier 3)	57.41
Grass Soccer Field Non-Resident (Tier 1)	53.70
Grass Soccer Field - Adult Leagues	52.77
Synthetic Soccer Field Local League (Tier 3)	27.77
Synthetic Soccer Field Non-Resident (Tier 1)	18.75
Synthetic Soccer Field / Adult Leagues	16.67
Multi-Purpose Baseball / Softball Diamond Local League (Tier 3)	50.00
Multi-Purpose Baseball / Softball Diamond Non-Resident (Tier 1)	57.35
Multi-purpose Baseball / Softball Diamond Adult leagues	55.26
Basic Room Rental	36.95
Gym Rental	32.35

Rank Analysis - Synthetic Turf Fields

Exh D - Pg 2	LA City Tier 3			LA City Tier 1			LA City Adult	
RECREATION AGENCY	Synthetic Soccer Field Local League	Percentile %	RECREATION AGENCY	Synthetic Soccer Field Non-resident	Percentile %	RECREATION AGENCY	Synthetic Soccer Field/ Adult Leagues	Percentile %
Pico Rivera	No charge for community sports organizations		Bell Gardens	\$45		Bell Gardens	\$55/\$60	
Los Angeles County	No charge or \$43		LA City	\$50 / \$60	18.75	LA City	\$55 / \$65	16.67
Huntington Park	\$21 / \$32		Santa Monica	\$50 / \$68.75		Los Angeles County	youth/ adult \$71 adult \$118 w/ lights	
LA City	\$25 / \$30	27.77	Irvine Great Park	\$74 / \$95		Huntington Park	\$77 / \$88	
Arcadia	\$40		Pico Rivera	\$100 / \$110		Irvine Great Park	\$84 / \$110	
Bell Gardens	\$40		Manhattan Beach	\$175		Pico Rivera	\$100 / \$110	
Avalon	\$45		El Segundo	\$193		El Segundo	\$128	
Irvine Great Park	\$47 / \$63		Bell	\$175.44 / \$201.24		Bell	\$175.44 / \$201.24	
Glendale	\$73.50					Manhattan Beach	\$200	
Bell	\$87.72 / \$113.52							

Rank Analysis - Outdoor Multi-Purpose Fields

Exh D - Pg 3	LA City Tier 3			LA City Tier 1			Adult Leagues	
RECREATION AGENCY	Multi-purpose baseball/softball diamond Local League	Percentile %	RECREATION AGENCY	Multi-purpose baseball/softball diamond non-resident	Percentile %	RECREATION AGENCY	Multi-purpose baseball/softball diamond / adult leagues	Percentile %
Culver City	No charge		Agoura Hills	\$12		Pico Rivera	\$25 / \$35	
Diamond Bar	No charge		Rancho Palos Verdes	\$16		Rancho Palos Verdes	\$29	
Rancho Palos Verdes	No charge		Torrance	\$18/ \$20		San Dimas	\$35 / \$55	
Pico Rivera	No charge for community sports organizations		Inglewood	\$20		Huntington Park	\$36 / \$47	
Duarte	No fee / \$15		Santa Monica	\$24 / \$48		La Puente	\$40 / \$53	
Los Angeles County	No charge (core partners) or \$23		Pico Rivera	\$25 / \$35		Covina	\$80/\$105 (Two hours)	
Walnut	\$5 per player per season		Lynwood	\$25.50 / \$35		Los Angeles County	\$42 \$89 (w/ lights)	
Agoura Hills	\$10		Malibu	\$30		Irvine Great Park	\$42 / \$63	
Torrance	\$10 / \$18		San Dimas	\$30 / \$35		Santa Clarita	\$44 / \$55	
La Puente	\$13 / \$26		Santa Fee Springs	\$30 / \$40		Ciaramont	\$45	
Burbank	\$15		Duarte	\$30 / \$55		LA City	\$45 / \$55	55.26
Lynwood	\$15 / \$22		Diamond Bar	\$31.27 / \$31.27		Malibu	\$45.50	
Huntington Park	\$16 / \$27		Azuza	\$32 / \$45		Bell Gardens	\$45 / \$55	
Palmdale	\$17.50		La Puente	\$33 / \$46		Carson	\$46 / \$86	
LA City	\$19 / \$22	50.00	Sierra Madre	\$34.50 / \$56.50		Culver City	\$64 / \$75	
Malibu	\$19.50		Lakewood	\$35 / \$50		Burbank	\$75	
Bell Gardens	\$20 / \$30		Maywood	\$35 / \$50		Manhattan Beach	\$75	
San Dimas	\$20 / \$30		Irvine Great Park	\$37 / \$58		Pasadena	\$118	
Santa Clarita	\$22 / \$32		Bell Gardens	\$40		Walnut	\$100 / \$110	
Bell	\$23.74 / \$44.38		LA City	\$40 / \$50	57.35			
Irvine Great Park	\$26 / \$42		Monrovia	\$41 / \$58				
Lawndale	\$30		Downey	\$42				
Artesia	\$30 / \$40		Santa Clarita	\$44 / \$55				
Carson	\$32 / \$61		Carson	\$46 / \$86				
Irwindale	\$35 / \$50		Bell	\$47.47 / \$68.11				
Glendale	\$36.75 / \$58.50		Lomita	\$48.50				
Covina	\$60/\$75 (Two hours)		Manhattan Beach	\$55				
Beverly Hills	\$37 / \$78 for La Cienega Fields		Burbank	\$60				
Pasadena	\$53		Lawndale	\$60				
			Pasadena	\$81				
			El Segundo	\$91				
			Walnut	\$100 / \$110				
			Beverly Hills	\$149 / \$314 for La Cienega Fields				
			Compton	\$152				

Rank Analysis - Gym and Room Rental

Exh D - Pg 4

RECREATION AGENCY	Basic Room Rental	Percentile %	RECREATION AGENCY	Gym Rental	Percentile %
Bell Gardens	non-resident = \$35		Monrovia	\$44.50	
Los Angeles County	Private = \$39,		Glendale	\$46	
La Puente	Non-resident = \$40		Bell Gardens	non-resident = \$50	
Palmdale	\$41 private		La Puente	\$50	
Pasadena	private non-resident = \$41		Lawndale	non-resident = \$60	
Culver City	non-resident = \$173 for 4 hours		LA City	\$65	32.35
Monrovia	\$44.50		Lynwood	\$72 for non-residents	
Glendale	\$46		Huntington Park	Private = \$82 weekends	
LA City	\$50	36.95	Los Angeles County	\$88 for private,	
Lynwood	\$54 for non-residents		Compton	\$91	
Lakewood	\$54 for non-resident		Irwindale	non-resident = \$100	
Compton	non-resident = \$55		Rosemead	Non-resident = \$131	
Carson	Private = \$58		Palmdale	\$150.75 for private	
Diamond Bar	\$58.80		Pasadena	non-resident private = \$154	
Burbank	non-resident = \$59-\$165		Carson	\$180 for private use	
Agoura Hills	private = \$65		Azuza	non-resident = \$200	
Malibu	\$66.50 for private		Calabasas	\$232	
Beverly Hills	non-resident = \$69				
Calabasas	\$78-\$117				
Norwalk	Non-resident = \$408.50 for 5 hours				
Rancho Palos Verdes	\$88 for non-resident				
Lawndale	\$100				
San Dimas	\$100 non-resident				

Rank Analysis - Soccer Fields Natural Turf

Exh D - Pg 5	Grass Soccer Field Youth Leagues (LA City Tier 3)			Grass Soccer Field Non-Resident (LA City Tier 1)			Adult Rates	
RECREATION AGENCY	Grass Soccer Field Youth League	Percentile %	RECREATION AGENCY	Grass Soccer Field Non-resident	Percentile %	RECREATION AGENCY	Grass Soccer Field/ Adult Leagues	Percentile %
Culver City	No charge		Agoura Hills	\$12		Rancho Palos Verdes	\$29	
Diamond Bar	No charge		Rancho Palos Verdes	\$16		San Dimas	\$35 / \$55	
Rancho Palos Verdes	No charge		Torrance	\$18/ \$20		Santa Clarita	\$44 / \$55	
Pasadena	No Charge (60% residents)		Lynwood	\$25.50 / \$33		Pico Rivera	\$45 / \$55	
Walnut	\$5 per player per season		Claremont	\$30		Malibu	\$45.50	
Pomona	No Charge / \$10.45		Malibu	\$30		Carson	\$46 / \$86	
Pico Rivera	No charge for community sports organizations		San Dimas	\$30 / \$35		Santa Monica	\$49 / \$88	
Los Angeles County	No Charge or \$29		Santa Fee Springs	\$30 / \$40		Huntington Park	\$51 / \$62	
Duarte	No fee / \$15		Duarte	\$30 / \$55		Los Angeles County	\$53 (\$100 w/lights)	
Palmdale	\$3.50		Diamond Bar	\$31.27 / \$31.27		LA City	\$55 / \$65	52.77
Agoura Hills	\$10		Santa Monica	\$33 / \$57		Culver City	\$64 / \$75	
Torrance	\$10 / \$18		Sierra Madre	\$34.50 / \$56.50		Bell Gardens	\$65 / \$70	
Burbank	\$15		Lakewood	\$35 / \$50		Irvine Great Park	\$74 / \$100	
Claremont	\$15		Norwalk	\$40 / \$50		Burbank	\$75	
Lynwood	\$15 / \$22		LA City	\$40 / \$50	53.70	La Puente	\$80 / \$93	
City of Los Angeles	\$16/\$19	57.41	Monrovia	\$41 / \$58		Pasadena	\$118	
Huntington Park	\$16 / \$27		Downey	\$42		Manhattan Beach	\$120	
Westlake Village	\$19 / \$57		Bell Gardens	\$55		Walnut	\$100 / \$110	
Malibu	\$19.50		Burbank	\$60				
San Dimas	\$20 / \$30		Lawndale	\$60				
Santa Clarita	\$22 / \$32		El Segundo	\$91				
La Puente	\$26 / \$39		Manhattan Beach	\$100				
Lawndale	\$30		Pasadena	\$101				
Irvine Great Park	\$32 / \$48		Walnut	\$100 / \$110				
Carson	\$32 / \$61		Artesia	\$130				
Beverly Hills	\$37		Beverly Hills	\$149				
Artesia	\$60		Compton	\$152				

Exhibit - E

Recreation Assistant (RA) Rates (per hour)

Rate as of June 29, 2025	Base Rate	Retention Bonus	Vacation (VC)	Sick (SK)	Holidays (HO)	General Fund 8%	Rec Center Rate
Half Time - under 900 hours	\$ 23.00	\$ -	\$ -	\$ 1.84	\$ 1.99	\$ 2.15	\$ 28.98
Half Time - under 900 hours, Retention	\$ 23.00	\$ 1.00	\$ -	\$ 1.92	\$ 2.08	\$ 2.24	\$ 30.24
Half Time - over 900 hours	\$ 23.00	\$ -	\$ 1.29	\$ 1.10	\$ 1.20	\$ 2.13	\$ 28.72
Half Time - over 900 hours, Retention	\$ 23.00	\$ 1.00	\$ 1.34	\$ 1.15	\$ 1.25	\$ 2.22	\$ 29.96
							SubTotal

Rate as of June 28, 2026	Base Rate	Retention Bonus	Vacation (VC)	Sick (SK)	Holidays (HO)	General Fund 8%	Rec Center Rate
Half Time - under 900 hours	\$ 25.00	\$ -	\$ -	\$ 2.00	\$ 2.17	\$ 2.33	\$ 31.50
Half Time - under 900 hours, Retention	\$ 25.00	\$ 1.00	\$ -	\$ 2.08	\$ 2.25	\$ 2.43	\$ 32.76
Half Time - over 900 hours	\$ 25.00	\$ -	\$ 1.40	\$ 1.20	\$ 1.30	\$ 2.31	\$ 31.21
Half Time - over 900 hours, Retention	\$ 25.00	\$ 1.00	\$ 1.46	\$ 1.25	\$ 1.35	\$ 2.40	\$ 32.46

Retention	For Retention Sites, RA's get paid \$1.00 more per hour					Rate
Vacation Hours	RA's receive VC hours ranging 44-100 hours per year Estimate for average RA is 56 hours VC 5.6% more per hour					June 2026 \$ 22.48 June 2027 \$ 23.15 December 2027 \$ 23.84 June 2028 \$ 24.32 Per MOU 7
Sick Hours	RA's receive 48 hours SK pay per year If a RA averages 600 hours per year 8.0% more per hour If a RA averages 1000 hours per year 4.8% more per hour					
Holidays	RA's receive (13) 4-hour holidays 52 hours HO pay per year If a RA averages 600 hours per year 8.7% more per hour If a RA averages 1000 hours per year 5.2% more per hour					
General Fund	8% of all income to the Recreation Center goes to the General Fund and is not used to pay directly for the RA					

SUBSIDIZED CENTERS

Revised June 2019

Subsidized Centers are in communities where the average household income is less than \$60K per year.

109 Street	El Sereno SCC	Lincoln Heights SCC	Sepulveda
Algin Sutton	Elysian Valley		Shatto
Alpine	Evergreen	Lincoln Heights Youth Center	Sheldon Arleta (Cesar Chavez)
Banning	Fernangeles	Lincoln Park	Slauson
Bellevue	Fred Roberts	Loren Miller	South LA Activity Center
Betty Hill SCC	Garvanza (LA LL)	MacArthur	
Bishop Canyon (Northeast LA LL)	Gilbert Lindsay	Martin Luther King	South Park
Boyle Heights SCC	Green Meadows	Mid Valley Inter Gen (APIC)	South Seas
Boyle Heights Sports	Hazard	Montecito Heights	St. Andrews
Branford	Harbor City		State Street
Canoga SCC	Highland Park	Mt. Carmel	Strathern (East Valley BB/SB)
Cardenas	Highland Park Adult Center	Normandale	
Central	Hollenbeck	Normandie	Sunnyslope (Pacoima LL)
Chevy Chase	Hollywood	North Hills	Sun Valley
Costello	Hoover	North Hollywood	Toberman
Costello SCC	Hubert Humphrey	Oakwood	Trinity
Culver Slauson	Jackie Tatum (Harvard)	Panorama	Valley Plaza
Cypress Park	Jim Gilliam	Pecan	Van Ness
David M. Gonzales (Pacoima)	Jim Gilliam SCC	Queen Anne	Van Nuys
Delano	Lafayette	Ramon Garcia	Venice Reservoir (North Venice LL)
Denker	Lake Street	Rancho Cienega	Victory Vineland
Downey	Lake View Terrace	Reseda	Vineyard
East Wilmington Greenbelt	Lanark	Rio De Los Angeles	Wabash
Echo Park	Las Palmas SCC	Ritchie Valens	Watts SCC
Echo Park Community Center	Leland	Rose Hills	Wilmington
	Lemon Grove	Rosecrans	
	Lincoln Heights	Ross Snyder	Yucca
El Sereno		Seoul International Park (Ardmore)	

SUBSIDIZED CENTERS

Exhibit G

List of Synthetic Fields - City of Los Angeles - 2026

	FACILITY	DIMENSIONS
LARGE FIELDS	Boyle Heights #1	320 x 210
	Griffith Park	340 x 195
	Mar Vista	315 x 180
	Rio De L.A	360 x 180
	Rosecrans	311 x 180
	Sepulveda Basin	360 x 225
	Soboroff (EXPO)	360 x 245
	Delano	300 x 166
	Gilbert Lindsey #1	300 x 160
	Harbor Sports Ctr.	295 x 156
	Ross Snyder-Nike	297 x 170
	Sylmar #1	300 x 180
	VNSO #2 & #3	300 x 180
	Westwood- Tommy's Field	300 x 150
	Whitsett # 2, 3 & 4	300 x 180
MEDIUM FIELDS	Algin Sutton	270 x 160
	John Ferraro #1-#3	260 x 160
	North Hills #1	250 x 168
	Ross Snyder #1	285 x 135
	Ross Snyder #2	282 x 135
	South Park	284 x 162
	Westwood	270 x 135
	Gilbert Lindsey #2	240 x 144
	Lanark	240 x 150
	Pan Pacific	240 x 120
	Rancho Cienega	240 x 151
	Slauson #1 & #2	230 x 123
	Sun Valley	231 x 141
	Whitsett #1	240 x 150

	FACILITY	DIMENSIONS
SMALL FIELDS	Downey #1	210 x 120
	Downey #2	170 x 100
	Glassell	180 x 138
	North Hills #2	180 x 120
	Seoul International	182 x 139
	Solano Canyon	210 x 120
	Sylmar #2	180 x 140
	Van Nuys #1 & #2	217 x 140
	VNSO #1	210 x 120
	Whitsett #5, #7 & #8	210 x 120
MINI FIELDS	109 th St. RC	97 x 48
	Boyle Heights #2	160 x 75
	Glassell #2	88 x 64
	Fred Roberts	150 x 75
	Lafayette	140 x 82
	Loren Miller	120 x 60
	MLK Jr.	130 x 80
	Normandie	77 x 29
	Trinity	130 x 90
	Van Nuys #3	108 x 54
	Yucca	110 x 73