

City of Brisbane
Agenda Report

To: City Council via City Manager
From: Administrative Assistant Parks and Recreation
Subject: Community Park Application
Date: September 19, 2011

Purpose:

Review Community Park application from "The Latino Commission" requesting use of picnic tables, grass area, gazebo and the Crocker Park Trail for a fundraiser walkathon.

Recommendation:

Approve application (Attachment 1).

Background:

The Latino Commission came forward with a Community Park application for 100 people. The Community Park policy states that group applications for 100 or more persons must be approved by the City Council.

Discussion:

The Latino Commission is a non-profit group soon to open their new administrative office in the Brisbane Village Shopping Center. They would like to host a public event on October 15, 2011 which includes a walkathon along the Crocker Park Trail (Attachment 2), kids' activities in the park and raffle ticket & food sales in the gazebo (Attachment 3). Their objective is to create a fundraising event promoting health, fun and community partnerships.

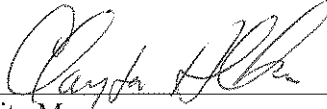
Fiscal Impact:

None.

Measure of Success:

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


Administrative Assistant


City Manager

COMMUNITY PARK DAY USE PERMIT APPLICATION

Recycling Encouraged — Use Designated Containers in the Park

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

1. **RESERVATION REQUEST**
 Contact Person/Organization: THE LATINO COMMISSION Today's Date: AUG 29 2011
DOREN MARTIN 1029 Evening Phone: SAME
 Day Phone: _____
 Address: DBA c/o CA 16 City: BRISBANE State: CA Zip: 94005
 E-Mail: V.COM

2. **EVENT** (circle all that applies)
 Picnic Area(s): 1 2 3 4 Tables: A B C D Grassy Area(s): East West Gazebo
 Date: OCT. 15 Day of Week: SATURDAY
 Starting Time: (include time for set-up) 9:00 AM Ending Time: (include time for clean up) 5 PM
 Number attending under 18 years old: 25 18 - 20 years: 25 21+ years: 50

3. **Describe your event** Include nature of event and specific description of use of park. PUBLIC EVENT
A COMMUNITY FUNDRAISER TO INCLUDE WALKATHON, KIDS ACTIVITIES AND FOOD AND SOFT DRINKS TO PROMOTE HEALTH, FUN AND PARTNERSHIPS. (SEE ATTACHED)
 Please check boxes that apply to your event:
 Jump House* Alcohol Amplified Music Volleyball/Badminton Net Piñatas Barbeque
 *generator needed for jump house, power not provided FOOD SALES

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

Applicant's Signature: Olga Aldana (Board President)
OLGA ALDANA

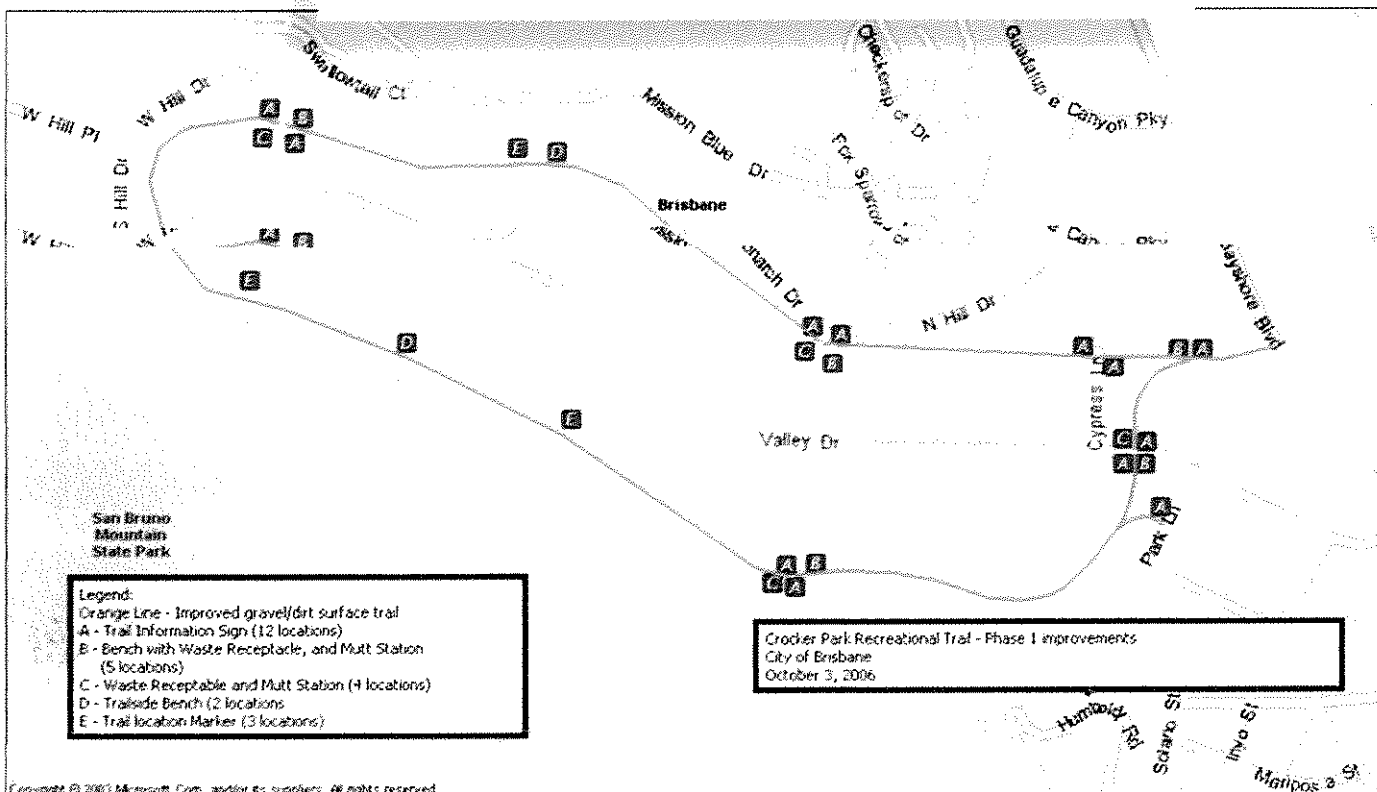
OFFICE USE ONLY

Application Received:
 Date: 8-29-11 By: M. Carpent
Application Approved:
 Date: _____ By: _____
Jump House Approved:
 Date: _____ By: _____

Fees:
 Tables: \$ _____ Grass Area: \$ _____
 Gazebo: \$ _____ Gazebo Dep: \$ _____
 Total Fees: \$ _____
 Cr Card / Cash / Ck# _____
 Issued: Police: _____ Attendant: _____

WALKATHON FUNDRAISER

(prize levels for fundraising achievement)



Begin at 10 am...Ending at Noon

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

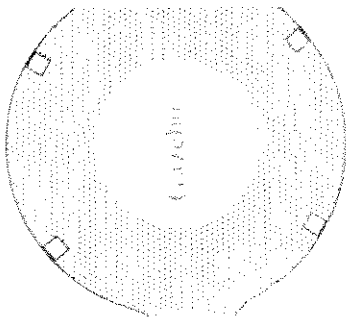
Motivational messages along the course (temporary signage)

Volunteers stationed along the trail

Water stop at halfway point

The Latino Commission – CASA MARIA

Saturday, October 15th



Items at the Gazebo

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

Noon

- Walkathon ends
- 20th Anniversary Celebration
Speaker Presentations, announcements, raffle drawing
Guided tours to the new TLC office at Brisbane Village Shopping Center

Jumper Area

- Hot Dog BBQ
- Chips/soft drinks

(free to walkers, small fee for public)

