



**BRAWLEY CITY COUNCIL
AGENDA
Special Meeting
Tuesday, May 8, 2012 @ 6:00 PM**

**City Council Chambers
383 Main Street
Brawley, California 92227**

George A. Nava, Mayor
Sam Couchman, Mayor Pro-Tempore
Miguel C. Miranda, Council Member
Ryan E. Kelley, Council Member
Don C. Campbell, Council Member

Alma Benavides, City Clerk
Jim Hamilton, City Treasurer
Dennis H. Morita, City Attorney
Rosanna Bayon Moore City Manager/
Executive Director

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

1. PUBLIC APPEARANCES/COMMENTS (Not to exceed 4 minutes) *this is the time for the public to address the Council on any item not appearing on the agenda that is within the subject matter jurisdiction of the City Council. The Mayor will recognize you and when you come to the microphone, please state your name for the record. You are not allowed to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy. Please direct your questions and comments to the City Council.*

2. CONSENT AGENDA Items are approved by one motion. Council Members or members of the public may request consent items be considered separately at a time determined by the Mayor.

- a. Approve request waiver of rental fee for the La Gente Boxing Club “Battle of the Badges”, to held on June 2, 2012 in the Cattle Call Arena.
- b. Approve request permit to sell alcohol in Cattle Call Park for the “Battle of the Badges” to be held on June 2, 2012.

3. REGULAR BUSINESS

- a. Discussion regarding 2012/2013 General Fund, Streets, Water, Wastewater and Airport Budgets.

4. COUNCIL MEMBER REPORTS

5. CITY MANAGER REPORT

ADJOURNMENT Adjourn to ***Tuesday, May 15, 2012 @ 6:00 PM***, City Council Chambers, 383 Main Street, Brawley, California. Supporting Documents are available for public review in the Office of the City Clerk, 383 Main Street, Brawley, California 92227 - Monday through Friday during Regular Business Hours; Individuals who require special accommodations are requested to give 48 hours prior notice. Contact: Alma Benavides, City Clerk @ 760-351-3080.

Alma Benavides, City Clerk

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: May 8, 2012

City Manager: 

FROM: Prepared by: Karin J. Morgan, Parks & Recreation Director
Presented by: Karin J. Morgan, Parks & Recreation Director

SUBJECT: Request waiver of rental fee for the La Gente Boxing Club "Battle of the Badges", to be held June 2, 2012 in the Cattle Call Arena.

CITY MANAGER RECOMMENDATION: Approve waiver provided that all rental, security and insurance requirements are met.

DISCUSSION/DIRECTION: The La Gente Boxing Club has provided the residents of Brawley with a free youth boxing program for over twenty (20) years. A boxing ring is set-up year round inside the Elks Youth Building located at 105 "A" Street. Proceeds from this event will benefit this program.

This will be the second (2) year that La Gente Boxing Club has held this event in the Cattle Call Arena. "Battle of the Badges" events have taken place in Brawley since the early 1990's.

FISCAL IMPACT: Loss of \$1,000 Revenue Opportunity

ATTACHMENTS: Application
Fee schedule for Cattle Call Rentals



CITY OF BRAWLEY

LIONS MEMORIAL CENTER
225 A STREET
BRAWLEY, CALIFORNIA
92227
PHONE: 344-5675

DEPARTMENT OF PARKS
AND
RECREATION

CITY OF BRAWLEY PARKS, RECREATION AND COMMUNITY SERVICES APPLICATION AND AGREEMENT

FOR THE USE OF CITY-OWNED PARKS AND RECREATIONAL FACILITIES

ACTIVITY DATE (S) June 2, 2012 ACTIVITY Law ENFORCEMENT BOXING
NAME OF APPLICANT PABLO CORTER ADDRESS 1132 MAGNOLIA
HOME PHONE 760 960 0302 WORK PHONE _____
ORGANIZATION LA GENTE BOXING NON-PROFIT # _____

Will this activity be a fund-raiser? Yes No

Admission fee, entry fee or donation? Yes No

If yes, where will the proceeds go? _____

FACILITY REQUESTED

- Lions Center Gymnasium
- Lions Center Conf. Room
- Lions Center Kitchen
- Lions Center Entire Facility
- Lions Center Pool
- Senior Center Main Hall
- Senior Center Meeting Room
- Senior Center Kitchen
- Senior Center Entire Facility
- Cattle Call Large Arena
- Horseshow Ring
- Cattle Call Entire Facility
- Park
- Teen Center Recreation Room
- Teen Center Kitchen
- Del Rio Community Center Room

TIMES AND ATTENDANCE

Approx. attendance 700 - 800 Adults
Minors _____
Set-up & Starting 10:00 AM/PM
Guests Arrive at 5:30 AM/PM
Ending & Clean-up 10:30 AM/PM
Total Hours ALL DAY

I WOULD LIKE TO USE THE FOLLOWING EQUIPMENT:

_____ # Tables _____ Other
_____ # Chairs _____
 Trash Cans _____

I, the undersigned, on behalf of the above organization /private family do agree to indemnify and hold harmless the City of Brawley and any of their officers, agents, or employees from any liability or claim or action for damages resulting from or in any way arising out of the use of the city as set forth by The City of Council, and the Recreation Department. Said organization / private individual will accept all responsibility for any damage to the premises, furniture, equipment, or grounds resulting from use of the facility.

I, the undersigned, have read the Brawley Use and Rental Information, the above statement, and the facility regulations on the reverse side of this permit, understand them fully, and agree to abide by them.

APPLICANT'S SIGNATURE [Signature]
TITLE EVENT ORGANIZER DATE 05.01.12

STAFF NOTES: _____

CHARGES AND DEPOSITS

PRIORITY _____

APPLICATION: APPROVED DENIED BY: _____
EMPLOYEE REQUIRED

FACILITY	HRS	CHARGE	TOTAL	DATE:
<input type="checkbox"/> Lions Center	_____ @	\$ _____	\$ _____	_____
<input type="checkbox"/> Senior Center	_____ @	\$ _____	\$ _____	_____
<input type="checkbox"/> Cattle Call	_____ @	\$ _____	\$ _____	_____
<input type="checkbox"/> Parks	_____ @	\$ _____	\$ _____	_____
<input type="checkbox"/> Lions Pool	_____ @	\$ _____	\$ _____	_____
<input type="checkbox"/> Teen Center	_____ @	\$ _____	\$ _____	_____
<input type="checkbox"/> Del Rio Community Center	_____ @	\$ _____	\$ _____	_____

NEEDED: Security
 Insurance
 Council Approval

Refundable Deposit \$ _____ Paid On _____ # _____
Total Fees \$ _____ Paid On _____ # _____

- CC Parks
 Recreation
 Senior Citizens
 Buildings

Refund Approval Yes No
Amount of Refund: _____
Entered on Calendar
Copies issued by: _____
Employee: _____

CATTLE CALL ARENA	RATE	1* SERVICE	1* NON-SERVICE	2	3	4	5	DEPOSIT
Large Arena	Flat Rate	N/C	N/C	\$ 100/day	\$ 150/day	\$ 200/day		\$ 500
Horseshow Ring	Flat Rate	N/C	N/C	\$ 25/day	\$ 50/day	\$ 75/day		\$ 500
Arena & Horseshow Ring	Flat Rate	N/C	N/C	\$ 125/day	\$ 200/day	\$ 250/day		\$ 500
Picnic/Concession	Flat Rate	N/C	N/C	\$ 100/day	\$ 100/day	\$ 200/day		\$ 100



CITY COUNCIL APPROVED EVENTS FOR THE CATTLE CALL ARENA

CATTLE CALL ARENA	RATE	1	2	5	DEPOSIT
Arena & Concessions	Flat Rate	N/C	\$ 1,000/day	\$ 1,500.00	\$ 1,000
Set up & Clean up days	Flat Rate	N/C	\$ 250/day	\$ 250/day	
Alcohol Permit Fee	Flat Rate	N/C	N/C	\$ 500/day	
Personnel: Parks	Per man hour	Schedule A			
Personnel: Public Works	Per man hour	Schedule A			
Personnel: Police	Per man hour	Schedule A			
Personnel: Overtime	Per man hour	Schedule A			

CITY COUNCIL APPROVED EVENTS IN CITY PARKS

City Parks	RATE	1	2	5	DEPOSIT
FIELD USE	Flat Rate	N/C	\$250.00	\$500.00	\$
ALCOHOL PERMIT FEE	Flat Rate	N/C	N/C	\$250.00/day	
PERSONNEL PARKS PUBLICWORKS POLICE OTHER	Per Man Hour	Schedule A			

PUBLIC PARKS	City Program	Youth Program	Adult Leagues	Public	Deposit
Lighted Fields	N/C	N/C	\$20/hr	\$20/hr	
Tournaments	N/C	N/C	\$100.00	\$100.00	\$200.00
Equipment Use – Fee per field					
Throw Bases	\$25.00	0			
Bases	\$50.00	\$200.00			
Chalk Equipment	\$25.00	\$200.00			
STREET CLOSURE FEE \$250.00					
<i>Barricades costs and Staff Costs to be paid by the applicant, fees waived for City Sponsored/Co-sponsored events.</i>					
TABLES & CHAIRS FEE DEPOSIT					
Seating for 50	\$100.00	\$250.00			
Seating for 100	\$200.00	\$250.00			
Seating for 200	\$400.00	\$250.00			
<i>Fees waived for City sponsored/co-sponsored events.</i>					

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: May 8, 2012

City Manager:



FROM: Prepared by: Karin J. Morgan, Parks & Recreation Director
Presented by: Karin J. Morgan, Parks & Recreation Director

SUBJECT: Request permit to sell alcohol in Cattle Call Park for the "Battle of the Badges", to be held June 2, 2012 in the Cattle Call Arena.

CITY MANAGER RECOMMENDATION: Approve permit to sell alcohol provided that all insurance, security and rental requirements are met.

DISCUSSION/DIRECTION: The La Gente Boxing Club has requested the use of Cattle Call Park for the "Battle of the Badges". This event will be a fundraiser for their Youth Boxing Program.

City Council approval is required of any group or individual wishing to sell alcohol on public property. Parks and Recreation staff will be working closely with the Police Department, Public Works and Risk Management to assure that all requirements of the City's "Guidelines for use of Public Facilities" are met.

FISCAL IMPACT: None

ATTACHMENTS: Application
Guideline for use of Public Facilities
Site Plan



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If yes, where will the proceeds go? _____

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- Teen Center Kitchen
- Del Rio Community Center Room

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Total Hours ALL DAY

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_____ # Tables _____ Other
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 Trash Cans _____

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I, the undersigned, have read the Brawley Use and Rental Information, the above statement, and the facility regulations on the reverse side of this permit, understand them fully, and agree to abide by them.

APPLICANT'S SIGNATURE [Signature]
TITLE EVENT ORGANIZER DATE 05.01.12

STAFF NOTES: _____

CHARGES AND DEPOSITS PRIORITY _____

APPLICATION: APPROVED DENIED BY: _____
EMPLOYEE REQUIRED

FACILITY	HRS	CHARGE	TOTAL	DATE:
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<input type="checkbox"/> Senior Center	@	\$ _____	\$ _____	
<input type="checkbox"/> Cattle Call	@	\$ _____	\$ _____	
<input type="checkbox"/> Parks	@	\$ _____	\$ _____	
<input type="checkbox"/> Lions Pool	@	\$ _____	\$ _____	
<input type="checkbox"/> Teen Center	@	\$ _____	\$ _____	
<input type="checkbox"/> Del Rio Community Center	@	\$ _____	\$ _____	

NEEDED: Security
 Insurance
 Council Approval

Refundable Deposit _____ \$
Total Fees _____ \$

- CC Parks
 Recreation
 Senior Citizens
 Buildings

Refund Approval Yes No
Amount of Refund: _____
Entered on Calendar
Copies issued by: _____
Employee: _____



CITY OF BRAWLEY
APPLICATION REQUIREMENTS – ASSISTANCE FORM

EVENT: Le Gente Boxing Club "Battle of the Badges" DATE: June 2, 2012

√	Event General Information	Notes
	Time Requested	All Day
	Actual Event Time	5:30-10:30
	Number of Participants/Tickets	700-800
	Non-Profit #	Please provide
	Rent	TBD
	Estimated Personnel Fees- to be paid thirty days prior to event.	TBD
	Cancellation 7 days or a forfeit of the deposit	
	Facility Attendant	Required
	Sound Curfew	11:00 p.m.
	Concessions Sales – approval before event	Health Permits Required for food vendors
	Overnight Camping	Prohibited unless approved in advance

√

√	Alcohol	Notes
	Council Approval	Scheduled for May 8
	Areas alcohol is to be served and consumed	Arena Only?
	Serving area on the map	2011 provided – please submit any changes
	ABC Permit to sell Alcohol	Required – submit to Chief Mark Gillmore
	Alcohol Concessionaires must be tips trained, or another acceptable program	Provide proof of training
	Alcohol may not be served after 10:30 pm	

√	Site Walk Through	Notes
	Parking entrance and exit	Parking is not available in the pasture. The borders are installed and the area has been recently watered for Bermuda grass. No vehicles are allowed on the concession area grass at any time.
	Need for additional Parking	Please arrange if needed
	Parking Control Supervisor	
	Use of terraced are parking	Please arrange if needed
	Traffic Control – see below	Any road closures or barricades need to be approved in advance.
	Notification of Horse Boarding	Work with Rodeo Committee
	Secure Horse Boarding Area – no access or limited access	Work with Rodeo Committee
	Use of any buildings/concessions areas	Please notify us of any additional requests
	Designate ticket sales area	

Arena Ground Prep/watering schedule	Rodeo Committee may require special arena prep. And special instruction for returning the facility to its original condition.
Concessions Area	Provide a map designating area where concessions will be sold
Lighting and Electrical Needs	Please meet and discuss with staff
Generator	Required for sound and entertainment
Public Address System	Not provided

√	INSURANCE/RISK MANAGEMENT	NOTES
	Minimum \$1,000,000 naming the City as additional insured	Please supply a copy. Contact Shirley Bonillas, Risk Manager for requirements and limits sbonillas@brawley-ca.gov
	Liquor Liability – 1 Million	In addition to general liability

√	Security and Traffic Control - PD	NOTES
	Security Plan	Must be approved by the Police Department
	Guards must be licensed and certified by the State of CA - 1guard/200 attendees	Also must be approved by the PD
	Traffic Control	Meet and discuss if there is a need for traffic control

√	SET-UP AND CLEAN-UP	NOTES
	You are responsible for all set up and clean-up. You will be charged for additional clean-up or damage.	
	You can borrow the available trash cans for the grounds.	Please request a number of cans
	Portable restrooms	Are necessary at this site and must be ordered by the user.



CITY OF BRAWLEY

PARKS, RECREATION, AND COMMUNITY SERVICES

GUIDELINES FOR USE OF PUBLIC FACILITIES

The City of Brawley welcomes and encourages community groups and individuals to use parks and recreation facilities. Certain parks and facility space may be reserved for various functions, provided that such use does not conflict with regularly scheduled parks and recreation department programs.

Any organization, group, or individual desiring reserved use of a park and recreational facility must make application to the parks and recreation department on forms provided. The Director, subject to the availability and the applicant's eligibility will approve reservations. Approval shall be granted only to responsible adults. The applicant is required to be in attendance (during the entire event) at the function for which the application is made.

City government functions and recreation programs shall have priority over other uses of all parks and recreation facilities. Priority for use of facilities as follows:

GROUP I: Resident groups, organizations, or schools, holding functions which provide a community service in the area of education recreation, health or welfare and are free to the participants.

GROUP II: Resident groups, organizations or schools, holding functions, which provide a community service in the area of education, recreation, health, or welfare for which participants are charged.

GROUP III: Resident, private party

GROUP IV: Non-Resident, private party

GROUP V: Commercial

INELGIBLE ORGANIZATIONS:

City facilities may not be used by any group or organization, which has as its objective the overthrow of the United State government by any individual or organization deemed subversive as defined in the State of California code.

Permission for use of the city's facilities is subject to all rules and regulations governing the use of said facility. Permission may be revoked at any time for failure to adhere to prescribed rules. No use shall be permitted if it is determined to be contrary to the interest of the City of Brawley.

All persons, groups, or organization using public facilities must abide by municipal, State and Federal laws. ***ALCOHOLIC BEVERAGES ARE PROHIBITED ON CITY PROPERTY***, except by City Council approval. Smoking is prohibited in all public buildings and within 20 feet of all play equipment, play grounds, bleachers and seating areas where the public gathers to witness sporting, cultural or other event.(Ordinance 2001-06)

RESERVATIONS:

Reservations for use of facilities may be made up to six (6) months in advance and not less than two (2) weeks prior to usage, provided that the deposit is paid at the time of approval and that all rent, estimated fees and estimated personnel costs are paid two weeks prior to the function. Deposits and all estimated costs must be in the form of a cashier's check, payable to the City of Brawley. Non-payment will result in cancellation of the reservation.

DEPOSIT:

All renters will be required to make a cleaning/damage deposit. The deposit is refundable by city check, subject to the conditions of the facility or other reasons, and will be sent by mail approximately twenty (20) days after the date of usage.

ESTIMATED FEES AND PERSONNEL COSTS:

All estimated fees and personnel costs must be paid two weeks prior to the function. Overpayment of fees is refundable by city check, subject to condition of facility or other reason, and will be mailed approximately twenty (20) days after the date of usage. If personnel and use fees exceed estimates, all fees must be paid within (30) days.

CANCELLATION CLAUSE:

Any group not giving sufficient notice of cancellation (7 days) shall forfeit deposit fee. The City of Brawley reserves the right to cancel any agreement if a use is misrepresented or if a use is determined to be inappropriate, a high risk liability exposure or detrimental to the facility and/or surrounding neighborhood.

FACILITY ATTENDANT

A member of the city staff will be on duty, at all times, while facilities are being used unless otherwise specified by the City. The employee shall have full access to all activities at any time in order to insure that all rules, regulations, city and state laws are being observed.

INSURANCE REQUIREMENTS

The City requires proof of liability insurance in the minimum amount of \$ 1,000,000, naming the City of Brawley as additional insured, for the use of the Lions Center, the Lions Center Pool, the Brawley Senior Center, the Brawley Teen Center, The Del Rio Community Center, the Cattle Call Arena and horseshow ring. The City may require proof of liability insurance from any user of any public facility, if it deemed necessary. Proof of Insurance must be received two weeks prior to usage.

LIABILITY:

It is distinctly understood and agreed that the applicant assumes all risk of loss, damage, liability and injury. Cost and expense that may arise during or be caused in any way by such use or occupancy of the facilities, the applicant will save and hold the city harmless for any loss, claims and liability or damages, and/or injury to persons and property that in any way may be caused by the applicants use or occupancy of said facilities.

SECURITY

The City shall require security guards licensed and certified by the State of California as deemed necessary by the Parks and Recreation Director. The minimum number of guards will be determined and approved by the City Police Chief. Guards should be scheduled ½ hour before and ½ hour after each function.

SET UP & CLEAN UP:

Renters are responsible for their own set-up and clean up and the rental agreement must include adequate time to accomplish these tasks. Tables and chairs must be wiped clean and put away; floors must be swept and mopped. Mops and brooms will be made available. Both the inside and outside of the facility must be left clean. A charge per man, per hour, will be deducted from the cleaning/damage deposit for any additional clean up provided by city staff. With the Parks and Recreation Director's approval city staff may be made available for clean up of a facility at an additional per man per hour charge.

PLASTIC GARBAGE BAGS:

When using the Lions Center tie and seal all trash in 33-gallon heavy-duty trash bags and place neatly near the North exit. Any group not adhering to this will have additional clean up charges deducted from their deposit. Refuse bins may be required for special functions.

MISCELLANEOUS:

No advertising shall be exhibited, no petitions shall be circulated, no solicitations or sales shall be made in the building or on the ground without written permission from the Parks and Recreation Director.

SECTION II

ADDITIONAL REQUIREMENTS FOR USE OF PUBLIC FACILITIES FOR COMMERCIAL AND COMMUNITY EVENTS THAT HAVE OBTAINED CITY COUNCIL APPROVAL

GENERAL

Applications for events selling alcohol and or requiring security must be made three months in advance. Applicants must pay rental fees, all personnel costs, have security approved and provide proof of insurance thirty (30) days prior to event.

ALCOHOL PERMITS:

With City Council approval alcohol permitted for sale and consumption for groups I, II, and V, provided that their event is for the benefit of the community. This would include but not be limited to Non-profit fundraisers benefiting

community organizations and commercial entertainment providing cultural, recreational or educational opportunities for the public. (Ordinance 2009-06)

INSURANCE REQUIREMENTS

Any group approved by the City Council to serve or selling alcohol must obtain a minimum of \$ 1,000,000 in Liquor Liability insurance. Proof of insurance must be received two weeks prior to event and is in addition to liability insurance requirements.

SECURITY

When alcohol is permitted to be served, there must be adequate security, approved by the Brawley Police Department. The Police Chief will determine if any special duty officers and/or traffic control officers are needed for the event. The user shall pay all costs for the City staff. Security must be finalized through the Police Department thirty days prior to the event. If security is not approved thirty days prior, the event will be cancelled.

Generally, a minimum of two (20 licensed security guards will be required for events where alcohol is NOT served and attendance will not be greater than 500. Events where approval for alcohol is granted, the minimum requirement will typically be four (4) licensed security guards for up to 500 attendees. These requirements may be changed by the Chief of Police and Parks and Recreation Director depending on the type of event being held and where greater than 500 attendees are expected.

SET-UP & CLEAN UP

The user shall pay all costs for City Personnel associated with set up and clean up specific to their event.

ALCOHOL

All alcohol must be purchased, consumed, and discarded in the approved building, in a fenced area or in a designated and controlled section of the facility that has been approved by the Police Chief and the Parks and Recreation Director. No alcohol will be allowed at any time in any other area of the park or facility, including all parking areas. ~~and all~~ All alcohol must be served from a designated and controlled area.

A permit to sell alcohol shall be obtain through a certification porcess from a Tips Training program or any other City approved program.

At no time shall minors be allowed to possess or consume alcohol. It is the responsibility of the user to assure that minors are not in possession of or consuming alcohol at any time.

All events permitted to serve alcohol on Fridays and Saturday evening must stop serving by 10:30 pm for Cattle Call Park and all buildings, 10:00 pm for all public parks. Events approved for any other weekday must finish serving by 9:00 p.m.

SOUND CURFEW

A sound curfew for events held in Cattle Call Park on Friday and Saturday shall be 11:00 p.m. A sound curfew for events held in public parks on Friday and Saturday shall be 10:00pm. For events held during any other day of the week there shall be a sound curfew of 9:00 p.m. and the facility shall be vacated by 10:00 p.m.

***SECTION III
ADDITIONAL REQUIREMENTS FOR THE USE OF CATTLE CALL PARK***

PARKING

Users shall follow strict entrance, exit and parking guidelines, set by the City, for automobiles and pedestrian while in the park.

EQUESTRIAN EVENTS

All feed, equipment, trash and portable stalls must be removed from the grounds immediately after event and the area cleaned. Road and bike path must be open and available at all times.

USE OF THE LARGE ARENA

Large arena users are responsible for all ground preparation for the event. Users must request watering schedule and have the use of water trucks or other equipment approved by the department. Users may not add or remove dirt or alter the soil conditions. When using the large arena, bleacher and concrete seating is available. Users must take responsibility for all clean ups. Applications must request concessions and electrical. Vendors are not permitted without departmental approval, and if approved must have all applicable permits. Applicants shall designate the rest rooms that will be needed. Cleaning of rest rooms and grounds during and after the event is their responsibility.

USE OF THE SMALL ARENA

Small arena users are responsible for any ground preparation. Water for the arena must be requested from the Department, any special watering must be approved. Users may not add or remove dirt or alter the soil conditions.

EQUIPMENT

The Parks and Recreation Department has no heavy equipment capable of preparing either arena for equestrian events.

PASTURE AREA

The pasture area may be made available upon request for special event parking. Users cannot alter borders or fences to accommodate their use. The Parks & Recreation Department and the Cattle Call Rodeo Committee must approve parking for the pasture.

LIVESTOCK FACILITIES

The use of livestock facilities is permitted provided that it does not interfere with any horse boarding operation. Clean-up before and after the event is the responsibility of the user.

PENS

Using the existing stalls or bringing in portable stalls is permitted provided that it does not interfere with the ongoing horse boarding operations, or block the roadway and bicycle path. Horse boarding stalls must be left alone at all times. Clean-up is required.

OVERNIGHT PARKING

Overnight parking is permitted during Cattle Call week only, but limited to the terraces and the small arena area.

LIGHTS/ELECTRICAL

The Cattle Call Arena is equipped with lights for the large arena, the staging area and in the concession restroom area. Security lights are available in the parking area, the small arena and around the park roadway. The announcer's booth, the ticket booths are available for the large arena. Power must be requested. The renter must provide public address systems. Power sources in the arena are limited; individuals or groups may need to bring generators. This is permissible, but must all be done at the user's expense.

SECTION IV
REQUIREMENTS FOR USE OF PUBLIC PARKS OTHER THAN CATTLE CALL

APPLICATION FOR USE OF SPORTS FACILITIES:

All person, group or organization using sports facilities must adhere to the above listed guidelines for use of public facilities. Applications to reserve a sports facility must be submitted at least three working days and not more than 60 days prior to time of usage. City staff supervision will not be required unless otherwise specified.

PARK USAGE

Parks are available to the public on a first come first serve basis and are open unless otherwise specified from sunrise to sunset. Use of the Cattle Call Arena, athletic playing fields, and the use of a park for a special event require the submission of an application.

SPORTS FACILITY USAGE

The use of ball fields, soccer fields or any other athletic facilities for organized leagues or recreational sporting activities requires departmental approval. First priority is given to City programs organized for youth and adults, second priority to recognized youth leagues serving Brawley residents, third other youth leagues and then all others users.

Please do not assume that if you have organized a youth or adult league that space will be made available for your program. The City has limited sports facilities, that are heavily utilized by existing City programs and recognized youth and adult leagues. Non-resident participants will be charged a \$10.00 fee for participation in any adult league held in City of Brawley Parks.

PARK LIGHT USAGE

Park lights must be requested by application. Fees have been established for lighting, tournament play and for the use of bases and chalking equipment.

FUN JUMP POLICY:

Fun Jumpers (Bouncy houses, castles, slides, jumpers, or any similar structures) are permitted in designated parks. The users must receive a permit from the Parks and Recreation Department. To obtain a permit the owner of the jumper must carry liability insurance, possess a current business license, and agree to all conditions set forth by the parks and recreation department. Permits must be obtained 72 hours prior to your event. Water slide or jumpers using water features are prohibited at all times. No power is provided. All Jumpers must be self-contained.

Jumpers are not permitted on and hard surface courts, basketball, volleyball or tennis courts at any time. Jumpers are not permitted on playgrounds at any time. Jumpers are also not permitted on baseball, soccer and softball fields unless the activity is associated with a pre-approved Community Event that is utilizing the entire park.

Parks Areas Designated for Jumpers: (Open grass areas)

Pat Williams Park, Thornton Park, Alyce Gereaux Park, Plaza Park, Citrus View Park, Ridge Park, and Rotary Park. Jumpers are not permitted on: any baseball, soccer, softball fields, on playgrounds, or on any volleyball, tennis or basketball courts.

Parks allow jumpers in the following grassy areas only:

Gonzales Parks southeast grass area at the corner of E and 2nd. **Meserve Parks** grass areas north and south of the tennis courts. **Hiaojosa Park** on grass areas other than the field. **Guadalupe Park picnic area**

Parks where jumpers are not permitted:

Lion Center Complex, Wiest Field, Beechey Field, ~~Guadalupe Park~~, Blake Davis Skate Parks, Elks Youth Building, Cattle Call Arena and Grounds, Del Rio Joint Use Center, ~~Volunteer Park~~, Kelley and Kissee Park. Community Events may request the use of jumpers in these parks as part of their application process. Special permission will be given on a case by case basis.

PERMIT FOR LOUDSPEAKERS OR SOUND AMPLIFERS/ PERMIT FOR PUBLIC ASSEMBLY:

Persons using sound amplification outdoors on public property must obtain a permit from the Chief of Police as part of this application process. In addition you will be most likely be required to obtain a public assembly permit. Each permit can be obtained from the Brawley Police Department for a fee of \$11.00 per permit. Proof of permit is required (Ordinance) _____ Section 18.5).

ROAD CLOSURES

Road closure requests (including the closure of any public right-of-way) will only be permitted for users in Group 1 & 2, resident groups, organizations or schools holding a function that provides a community service. Groups 3, 4, and 5 will not be permitted to close public streets (including the closure of any public right-of-ways). The Risk Manager shall determine the insurance requirements for each closure.

Request forms for the closure of City streets including any public right-of-way are available at the Parks and Recreation Office. Staff recommends that request be made 30 days in advance of the closure. Once a request has been submitted, staff will forward the request to the Police Department, Risk Management and the Public Works Department. Approval must be granted by both the Police Chief and the Public Works Director. Road closures that require City staff time or City equipment will be charged a minimum of \$250.00.

SCHEDULE A – Estimated cost for personnel and equipment

<i>Personnel</i>	<i>Hourly Rate</i>	<i>Overtime</i>	<i>Estimated Hours</i>	<i>Estimated Fee</i>
Parks				
Police				
Public Works				

TOTAL ESTIMATED COSTS FOR PERSONNEL _____

Estimated cost for equipment

<i>Type of Equipment</i>	<i>Amount Requested</i>	<i>Fee for usage</i>	<i>Estimated Cost</i>
Trash Bins			
Sewer Vac			
Other			
Other			
Other			

TOTAL ESTIMATED COST FOR EQUIPMENT _____

Director of Parks & Recreation

Applicant for use of facilities

FACILITY USE FEES

GROUP I: Resident groups, organizations, school or churches holding functions, which provide a community service in the area of education, health, or welfare and are free to the participants.

GROUP II: Resident groups, organizations, or church groups holding functions which provide a community service in the area of education, recreation, health, or welfare for which the participants are charged.

GROUP III: Resident, private party

GROUP IV: Non-resident, private party

GROUP V: Commercial

LIONS CENTER	RATE	1* SERVICE	1* NON-SERVICE	2	3	4	5	DEPOSIT
Gym	4 hrs. minimum	N/C	\$ 20/hr.	\$ 40/hr.	\$ 40/hr	\$ 60/hr	\$ 100/hr	\$ 100
Conference Room	Hourly Rate	N/C	\$ 5/hr.	\$ 10/hr.	\$ 10/hr	\$ 20/hr.	\$ 25/hr	\$ 25
Kitchen	Hourly Rate	N/C	\$ 5/hr.	\$ 5/hr	\$ 10/hr.	\$ 20/hr	\$ 25/hr	\$ 25
Entire Facility	4 hrs. minimum	N/C	\$ 25/hr.	\$ 50/hr	\$ 50/hr	\$ 75/hr	\$ 125/hr.	\$ 100

SENIOR CENTER	RATE	1* SERVICE	1*NON-SERVICE	2	3	4	5	DEPOSIT
Main Hall	4 hrs minimum	N/C	\$ 10/hr	\$ 20/hr	\$ 20/hr.	\$ 40/hr.	\$ 60/hr	\$ 100
Meeting Room	Hourly Rate	N/C	\$ 5/hr	\$ 10/hr	\$ 10/hr	\$ 20/hr	\$ 25/hr	\$ 25
Both Rooms	4 hrs minimum	N/C	\$10/hr	\$ 25/hr	\$ 25/hr	\$ 50/hr	\$ 75/hr	\$ 100

LIONS CENTER POOL	RATE	NUMBER OF GUARDS	1	2	3	4	DEPOSIT
0-100 Swimmers	Hourly Rate	2	\$ 30/hr	\$ 40/hr	\$ 40/hr	\$ 60/hr	\$ 100.00
100-200 Swimmers	Hourly Rate	4	\$ 50/hr	\$ 60/hr	\$ 60/hr	\$ 80/hr	\$ 100.00
200-300 Swimmers	Hourly Rate	6	\$ 60/hr	\$ 80/hr	\$ 80/hr	\$ 100/hr	\$ 100.00

BRAWLEY TEEN CENTER	RATE	1* SERVICE	1* NON-SERVICE	2	3	4	5	DEPOSIT
Recreation Room	Hourly Rate	N/C	\$ 10/hr	\$ 20/hr	\$ 20/hr	\$ 40/hr	\$ 60/hr	\$ 100.00

DEL RIO COMMUNITY CENTER	RATE	1* SERVICE	1* NON-SERVICE	2	3	4	5	DEPOSIT
Center	Hourly Rate	N/C	\$ 25/hr	\$ 50/hr	\$ 50/hr			\$ 300.00

CATTLE CALL ARENA	RATE	1* SERVICE	1* NON-SERVICE	2	3	4	5	DEPOSIT
Large Arena	Flat Rate	N/C	N/C	\$ 100/day	\$ 150/day	\$ 200/day		\$ 500
Horseshow Ring	Flat Rate	N/C	N/C	\$ 25/day	\$ 50/day	\$ 75/day		\$ 500
Arena & Horseshow Ring	Flat Rate	N/C	N/C	\$ 125/day	\$ 200/day	\$ 250/day		\$ 500
Picnic/Concession	Flat Rate	N/C	N/C	\$ 100/day	\$ 100/day	\$ 200/day		\$ 100

CITY COUNCIL APPROVED EVENTS FOR THE CATTLE CALL ARENA

CATTLE CALL ARENA	RATE	1	2	5	DEPOSIT
Arena & Concessions	Flat Rate	N/C	\$ 1,000/day	\$ 1,500.00	\$ 1,000
Set up & Clean up days	Flat Rate	N/C	\$ 250/day	\$ 250/day	
Alcohol Permit Fee	Flat Rate	N/C	N/C	\$ 500/day	
Personnel: Parks	Per man hour	Schedule A			
Personnel: Public Works	Per man hour	Schedule A			
Personnel: Police	Per man hour	Schedule A			
Personnel: Overtime	Per man hour	Schedule A			

CITY COUNCIL APPROVED EVENTS IN CITY PARKS

City Parks	RATE	1	2	5	DEPOSIT
FIELD USE	Flat Rate	N/C	\$250.00	\$500.00	\$
ALCOHOL PERMIT FEE	Flat Rate	N/C	N/C	\$250.00/day	
PERSONNEL PARKS PUBLICWORKS POLICE OTHER	Per Man Hour	Schedule A			

PUBLIC PARKS	City Program	Youth Program	Adult Leagues	Public	Deposit
Lighted Fields	N/C	N/C	\$20/hr	\$20/hr	
Tournaments	N/C	N/C	\$100.00	\$100.00	\$200.00
<u>Equipment Use – Fee per field</u>		<u>Deposit</u>			
Throw Bases	\$25.00	0			
Bases	\$50.00	\$200.00			
Chalk Equipment	\$25.00	\$200.00			
STREET CLOSURE FEE \$250.00					
<i>Barricades costs and Staff Costs to be paid by the applicant, fees waived for City Sponsored/Co-sponsored events.</i>					
TABLES & CHAIRS		FEE	DEPOSIT		
Seating for 50		\$100.00	\$250.00		
Seating for 100		\$200.00	\$250.00		
Seating for 200		\$400.00	\$250.00		
<i>Fees waived for City sponsored/co-sponsored events.</i>					

All groups will be required to compensate the city for set up, clean up, personnel, supplies and materials, and if needed, trash bins and the sewer vac truck.

SERVICE: Use of facility during hours when staff is regularly on duty.

NON-SERVICE: Use of a facility after working hours, on weekends or holidays.

DEPOSITS: Waived upon Director's approval for group one and frequent users.

FACILITY INFORMATION SHEET

LIONS CENTER	DIMENSIONS	MAXIMUM OCCUPANCY
Gymnasium	94' x 94'	Assembly 1,200 Dining 500
Kitchen	19' x 29'	Assembly 25
Conference Room	19' x 46'	Assembly 80 Dining 40
EQUIPMENT AVAILABLE		NUMBER
Tables	36' x 72'	40
Chairs	Folding Stacking	250 100

General Information: the Lions Center was constructed as a recreation center for the citizens of Brawley. The kitchen is not a commercial kitchen and there are very few electrical outlets. Renters should carefully review the facilities capabilities before planning special events.

Parking: Off street 50 spaces, additional on the street

LIONS CENTER POOL	SIZE	MAXIMUM OCCUPANCY
	50 meters 25 yards	400

BRAWLEY SENIOR CENTER	SIZE	MAXIMUM OCCUPANCY
Main Hall	35' x 42'	Assembly 210 Dining 120
Meeting Room	19' x 50'	Assembly 210 Dining 35
Kitchen	20' x 25'	
EQUIPMENT AVAILABLE		NUMBER
Tables	36" x 72"	9
Chairs	Folding High Backed Stacking	25 120

General Information: The Senior Center is available for rental of the meeting room after 5:00 p.m. on weekdays and any time on the weekends. The Main Hall is available for rental on the weekends

Parking: Off-street 30, additional on street

BRAWLEY TEEN CENTER – description of facility to be added

DEL RIO COMMUNITY CENTER- description of facility to be added

CATTLE CALL ARENA FACILITY INFORMATION:

<u>LARGE ARENA</u>	<u>DIMENSIONS</u>	<u>MAXIMUM OCCUPANCY</u>
	300' X 175'	Section 1 529
		Section 2 724
		Section 3 544
		Section 4 – 9 1,904
		Box Seats 895
		Section 10 620
		Chute Seating 48
		Total 5,264

General Information: Sections 1-3 and Section 10 are aluminum bleaches; Section 4-9 and box seating are concrete bleachers. There are three concession areas and four restrooms. Rentals must be approved by both the city of Brawley and the Rodeo Committee.

Pasture area parking: Off- Street

<u>SMALL ARENA</u>	<u>DIMENSIONS</u>	<u>MAXIMUM OCCUPANCY</u>
		Portable Bleachers 100

