

CITY COUNCIL MEETING

May 20, 1981

ORDINANCES

ORDINANCE RE  
PERMIT FOR USE  
OF CITY  
FACILITIES

ORD. NO. 1225  
ADOPTED

Ordinance No. 1225 entitled, "An Ordinance of the City Council of the City of Lodi Amending Chapter 15 of the Lodi Municipal Code to Add a New Article III Thereto Entitled, 'Permit for Use of City Facilities'", having been introduced at a regular meeting held May 20, 1981 was brought up for passage on motion of Councilman Katnich, Hughes second. Second reading was omitted after reading by title and the Ordinance was then adopted and ordered to print by the following vote:

Ayes: Councilmen - Hughes, Katnich, Murphy,  
Pinkerton, and McCarty

Noes: Councilmen - None

Absent: Councilmen - None

ORDINANCE NO. 1225

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LODI AMENDING CHAPTER 15 OF THE LODI MUNICIPAL CODE TO ADD A NEW ARTICLE III THERETO ENTITLED "PERMIT FOR USE OF CITY FACILITIES".

The City Council of the City of Lodi does ordain as follows:

SECTION I. Chapter 15 of the Lodi Municipal Code is hereby amended to add a new Article III thereto, entitled "Permit for Use of City Facilities" as follows:

1. All City-owned neighborhood centers, recreational centers, and other public buildings used for recreational purposes, are placed under the administrative jurisdiction of the Recreation and Parks Director.
2. The Recreation and Parks Director shall, from time to time, submit a schedule of fees and charges to be made for the use of the facilities and equipment under the Recreation and Parks Director's jurisdiction, which fees and charges shall be effective upon adoption thereof by resolution of the City

Council of the City of Lodi. The Recreation and Parks Director shall collect said fees and charges for the use of said aforementioned facilities.

3. No person shall use any premises or facilities described herein when payment of a fee is required, until a permit for such use has been granted by the City of Lodi and all necessary fees have been paid.

4. Reservations Rules.

(a) A person applying for a permit for use of a facility hereunder shall file an application for such permit with the Recreation and Parks Director not less than 30 days prior to the proposed use of the facility. The Recreation and Parks Director may waive the 30-day period rule for permits if the applicant waives his right to appeal. The application shall include:

- (1) Identification of the applicant, address and telephone number.
- (2) Dates and hours of event.
- (3) Estimated attendance.
- (4) Assurance of responsibility of cleaning entire area.
- (5) Identification, address and telephone number(s) of the security personnel applicant will provide.
- (6) and such other information as the Recreation and Parks Director deems reasonable.

(b) No alcoholic beverages shall be sold, given away, or dispensed at the facilities without prior consent of the Director of Recreation and Parks, and with the understanding that the applicant must also apply to the State of California Alcoholic Beverage Control Department for additional permits.

(c) All youth groups making an application for the use of a facility must be a group with a Constitution and/or By-laws, which meets regularly, has a slate of officers, and has an advisory adult leader who will take the responsibility to sign the application. Said adult leader would assume responsibility for damage to the buildings, equipment or facilities, as well as the deportment of the group while they are using the facility. Minors are to be under the supervision of a responsible adult at all times during the use of the facility. Any exceptions can be made at the discretion of the Director of Recreation and Parks when applicable.

(d) The fee established hereunder shall be paid seven (7) days in advance of the use of said facility. No reservation will be considered as complete until the payment of the fee.

5. Action on Applications.

Applications shall be acted upon by the Recreation and Parks Director not later than the 20th day before

the proposed use. In the event more than 1 application is received for 1 facility for use on the same day, the Recreation and Parks Director shall first act upon the application first received.

The Recreation and Parks Director, in considering requests for Permits, shall insure that the proposed use will not be detrimental to the public peace, morals, health, safety or general welfare by subjecting such permit to reasonable conditions as the public interest requires. In making such a finding, the Recreation and Parks Director shall take into consideration the character, experience and responsibility of the applicant and those expected to attend, applicable State and local laws and regulations, and the likelihood of breaches of the peace or other violations of the law.

The applicant, or another responsible person or persons named on the application, shall remain on the premises for which the permit is issued during the entire duration of the permit; failure to observe this condition shall be grounds for the immediate cancellation of the permit by the Recreation and Parks Director.

The Recreation and Parks Director shall deny the application if the Recreation and Parks Director finds that any of the following conditions exist:

(a) That the application reveals that the City has no facility available which will accommodate the activity of the applicant.

(b) That the proposed activity is of a size or nature that requires the diversion of so great a number of police officers of the City to properly police the areas, as to hinder police protection to the City.

(c) That the applicant refuses to agree in writing to comply with all conditions in the permit.

(d) That the applicant failed to file a timely application.

(e) That the proposed activity violates Federal, State or local laws or regulations.

Any such denial shall specify the grounds therefor. Any person or entity whose application has been denied by the Recreation and Parks Director may appeal the denial to the City Council, pursuant to the procedure as hereinafter set forth.

6. The Recreation and Parks Director may exclude from any facility, any individual whose presence is detrimental to the enjoyment of the facility by others, or whose conduct is offensive to the public and a nuisance. Such person may appeal his exclusion to the City Council pursuant to the appeal procedure as set forth herein.
  
7. If the Recreation and Parks Director determines that a contract for the use of the premises is required, the Recreation and Parks Director shall furnish a form of contract to the applicant for execution, which shall thereafter be submitted to the City Attorney for approval. The City Manager is hereby authorized and directed to execute such approved contract for and on behalf of the City.
  
8. The City Manager may review any determination of the Recreation and Parks Director in regard to such applications, permits or contracts.
  
9. No person shall apply for a permit to use any of said premises for any purpose with the intent to defraud the City of any fee or fees.

10. Insurance Requirements.

The user of any premises or facility described in this chapter may be required to indemnify or hold harmless the City, its officers, directors or employees from any loss, liability or damage arising out of, as the result of, or in connection with the use of the facility or premises. equipment or services of the City, its officers or employees, including all costs of defending any claim arising as a result thereof. In such case, the user shall present the City with evidence of a policy of insurance, effective throughout the period of use, in amounts as determined for the following: For Bodily injury or death to any 1 person, in any 1 accident, in an amount to be determined by the City Manager or his designee; for bodily injury or death to more than 1 person arising out of any 1 accident, in an amount to be determined by the City Manager or his designee; for damage to property arising out of any 1 or more accidents, in an amount to be determined by the City Manager or his designee. All policies of insurance shall not be cancellable without 15 days' prior written notice to the City, and shall name City as an additional insured.

Evidence of products liability coverage may be required in an amount not less than \$100,000.

The person or persons to whom a permit is issued shall be liable for any loss, damage or injury sustained

to any person whatever by reasons of the negligence of the person or persons to whom such permit shall have been issued.

11. Right of Appeal.

Any person or entity may appeal the decision of the Recreation and Parks Director to the City Council. The applicant must file said appeal with the City Clerk within five (5) days of the Recreation and Parks Director's decision. The City Council shall hold a hearing within 21 days of the filing of said appeal, at which time the Recreation and Parks Director may present any and all evidence, testimony and information relevant to the denial or exclusion from said premises. The City Council shall, within five (5) days of said appeal hearing, issue its decision either affirming the denial of the application or exclusion by the Recreation and Parks Director, or directing the Recreation and Parks Director to issue a permit as applied for. The decision of the City Council shall specify the grounds for its action and shall be final.

12. The Recreation and Parks Director may establish and post regulations governing the use of said facilities which are not inconsistent with regulations contained

in this chapter and which promote the public health, safety, and the preservation of property.

13. Revocation.

The Recreation and Parks Director shall have the authority to revoke a permit upon a finding of a violation of any rule, regulation or ordinance, or upon good cause shown.

14. Copy of Permit.

Permittee or applicant shall have a copy of the permit in his possession and shall produce same upon request made by any duly authorized City employee, representative or agent.

15. Enforcement.

The Recreation and Parks Director of City shall, in connection with his other duties, diligently enforce the provisions of this chapter.

16. Infraction.

Any person who violates any provision of this chapter shall be deemed guilty of an infraction, and, upon conviction thereof, shall be punished by a fine of not exceeding the maximum prescribed by law.

SECTION II. All ordinances and parts of ordinances in conflict herewith are repealed insofar as such conflict may exist.

SECTION III. This ordinance shall be published one time in the "Lodi Life and Times", a twice weekly newspaper of general circulation, printed and published in the City of Lodi, and shall be in force and take effect thirty days from and after its passage and approval.

Approved this 20th day of May, 1981

Name

*James B. McCarty*  
MAYOR

Attest:

*Alice M. Reimche*  
ALICE M. REIMCHE  
City Clerk

State of California  
County of San Joaquin, ss.

I, Alice M. Reimche, City Clerk of the City of Lodi, do hereby certify that Ordinance No. 1225 was introduced at a regular meeting of the City Council of the City of Lodi held May 6, 1981 and was thereafter passed, adopted and ordered to print at a regular meeting of said Council held May 20, 1981 by the following vote:

Ayes: Councilmen - Murphy, Hughes, Pinkerton, Katnich and McCarty

Noes: Councilmen - None

Absent: Councilmen - None

Abstain: Councilmen - None

I further certify that Ordinance No. 1225 was approved and signed by the Mayor on the date of its passage and the same has been published pursuant to law.

*Alice M. Reimche*  
ALICE M. REIMCHE  
City Clerk

MEMORANDUM

*Call and ask if space ok.*

TO: CITY MANAGER  
FROM: COMMUNITY RELATIONS ASSISTANT *Charlene*  
DATE: APRIL 10, 1981  
SUBJECT: TEMPORARY USE OF BUILDINGS

Ed DeBenedetti and I have met to discuss placement of various organizations who have requested City owned space via the Community Development Committee.

It is envisioned these groups would hold their own as far as paying for utilities; groups capable or interested in paying a nominal fee for rent are noted (\*).

Ron Stein suggests that each temporary use group be asked to sign a contract indicating the specific terms and length of use and that they also carry insurance naming the City as additional insured.

It is also understood the spaces these groups occupy are in "as in condition" and any improvements the individual organizations may make to the property does not constitute an obligation on the City's part to insure space at a future date beyond the terms of the contract.

MAPLE SQUARE FIREHOUSE  
Big Valley Railroaders \*

CARNEGIE LIBRARY  
Lodi Art Center \*  
~~Girl's Club \* (basement)~~  
Girl's Club \* (basement)

*Handwritten notes:*  
Kofu area  
Kojin  
Wrestling room  
Civil Air Patrol

- OLD LUHS/LODI COMMUNITY CENTER
- # Jazzercise \* (cafeteria)
- Special Events\*(cafeteria)
- Service Club Lunch Programs \* (cafeteria)
- # Cooking Classes \* (cafeteria)
- Civil Air Patrol ~~(auto shop)~~ *in library basement*
- Lodi Bowmen (auto shop) *in library basement*
- S. J. Delta Masonry Class (woodshop/continued use)
- Y.M. C. A. \* (custodial building/two classrooms)
- S. J. Kennel Club \* (boxing room)
- # Soccer Practice (field area)

*Tom. school district lease  
auto shop  
(open)*

# - currently recreation department programs

cc: Ed DeBenedetti

M E M O R A N D U M

*Call and ask if space ok.*

TO: CITY MANAGER

FROM: COMMUNITY RELATIONS ASSISTANT *Charlene*

DATE: APRIL 10, 1981

SUBJECT: TEMPORARY USE OF BUILDINGS

Ed DeBenedetti and I have met to discuss placement of various organizations who have requested City owned space via the Community Development Committee.

It is envisioned these groups would hold their own as far as paying for utilities; groups capable or interested in paying a nominal fee for rent are noted (\*).

Ron Stein suggests that each temporary use group be asked to sign a contract indicating the specific terms and length of use and that they also carry insurance naming the City as additional insured.

It is also understood the spaces these groups occupy are in "as in condition" and any improvements the individual organizations may make to the property does not constitute an obligation on the City's part to insure space at a future date beyond the terms of the contract.

MAPLE SQUARE FIREHOUSE  
Big Valley Railroaders \*

CARNEGIE LIBRARY  
Lodi Art Center \*  
~~Girl's Club \* (basement)~~  
Girl's Club \* (basement)

*Handwritten notes:*  
Kofu and Kayin  
Wrestling room  
Civil Air Patrol

OLD LUHS/LODI COMMUNITY CENTER

- # Jazzercise \* (cafeteria)
- Special Events\*(cafeteria)
- Service Club Lunch Programs \* (cafeteria)
- # Cooking Classes \* (cafeteria)
- Civil Air Patrol ~~(auto shop)~~ *Van -> library basement*
- Lodi Bowmen (auto shop) *lifesaver*
- S. J. Delta Masonry Class (woodshop/continued use)
- Y.M. C. A. \* (custodial building/two classrooms)
- S. J. Kennel Club \* (boxing room)
- # Soccer Practice (field area)

*Tom. school district lease (auto shop) (5 year)*

# = currently recreation department programs

cc: Ed DeBenedetti

Journal

happy w/

festival being

Friday note

---

otherwise

auto + pay

- Sample contract

M E M O R A N D U M

TO: CITY MANAGER  
FROM: COMMUNITY RELATIONS ASSISTANT  
DATE: MAY 4, 1981  
SUBJECT: TEMPORARY USE OF BUILDINGS

Ed DeBenedetti and I have met to discuss placement of various organizations who have requested City owned space via the Community Development Committee. Following our discussion with you several day ago, this is a recommended list of "where groups can be located":

MAPLE SQUARE FIREHOUSE  
Big Valley Railroaders \*

CARNEGIE LIBRARY  
Lodi Art Center \*  
Civil Air Patrol (basement)

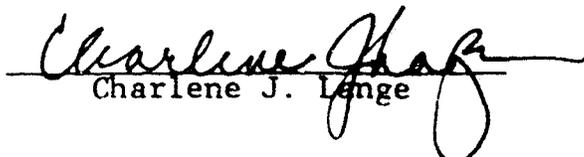
OLD LUHS/LODI COMMUNITY CENTER  
S. J. Delta Masonry Class (woodshop/continued use)  
Y. M. C. A. \* (custodial building/one classroom)  
S. J. Kennel Club \* (boxing room)

Special Events\* (cafeteria - outside grounds)

It is envisioned these groups would hold their own by paying for all utilities; groups capable or interested in paying a nominal fee for rent are noted (\*).

Ron Stein suggests each temporary use group be asked to sign a contract indicating the specific terms and length of use and be asked to carry insurance naming the City as additional insured.

It is also understood the spaces these groups occupy are in "as in condition" and any improvements the individual organizations may make to the property do not constitute an obligation on the City's part to insure space at a future date beyond the terms of the contract.

  
Charlene J. Lenge