

## BENICIA OUTDOOR FACILITY USE POLICY

- **Reservation forms are obtained from the Parks & Community Services Dept. at 370 East L Street.**
- **Applicants must be 21 years of age and show a valid drivers license; Applications are completed in person.**

### BENICIA COMMUNITY PARK

Picnic rental facilities are located in the group picnic area near the children's play area in the eastern part of the park. Seating capacity for each section is 46, with a combination of adults and children, and includes one section of the double barbecue, one service table and seven picnic tables.

**Fees:** Residents= \$107 per section, Non-Residents= \$315 per section (red, blue, green or yellow- each color has two available sections for reservation labeled "A" or "B").

- Personal vehicles are not permitted to drive on park property.
- Only 2 Jumpers are permitted per day. – Jumper permit fee: \$32 per jumper spot
- **Additional equipment may require a special event permit** (Ex: PA system & amplified sound).
- *Additional insurance may be required for picnic areas.*

### CITY PARK & GAZEBO

Park Reservations: Five picnic tables and two barbecues are available at the eastern end of City Park adjacent to West K Street. Designated tables are situated in the area of crushed granite and signage is posted indicating that the tables are in a reservable area. This site is recommended for groups of 40 or less.

**Fees:** Residents= \$107, Non-Residents= \$315 per day

Gazebo Reservations: Rental of this facility is limited to the Gazebo and the concrete section adjacent to it. This area is recommended for groups of 75 or less.

**Fees:** \$250 damage deposit. Residents= \$241/use, Non-Residents= \$313/use. *Additional insurance is required for this location.*

### JACK LONDON PARK

6 picnic tables and 4 small barbecues. Group size is limited to 60 and the reserved space is located on the eastern side of the park near the public parking lot.

**Fees:** Residents= \$117, Non-Residents= \$315 per day

### MARINA GREEN LAWN & PAVILION

The reserved space is located on the Marina, adjacent to the Benicia Yacht Club and homes. An additional Park Attendant and special event permit may be required if needing access to electrical or using amplified sound. Please inquire when reserving area.

**Fees:** \$250 deposit. Residents= \$241/use, Non-Residents= \$392/use; *Additional insurance is required.*

## RESERVATION INFORMATION

Parks/Gazebo: Residents can reserve the parks or gazebo facilities one year in advance. Non-Residents can reserve these facilities four months prior to the scheduled date of their event.

Reserved Permits: Clients will be issued a use permit at the time of reservation. All reservations are reviewed by a Supervisor and are subject to denial. A copy of the permit must be in possession of the person it was issued to during use of the facility. Be prepared to show this form if asked by a City employee.

### CANCELLATIONS/DATE CHANGES

- Thirty (30) or more days from use date – client forfeits \$8 res/ \$24 non-res of reservation fees.
- **Less than Thirty (30) days** prior to use date – client forfeits \$16 res/\$48 non-res of the total fees.
- Cancellation fee for **GAZEBO:** More than 30 days: \$40 res/\$60 non-res; 30 days or less: \$80 res/\$120 non-res
- Occasionally, it may be necessary to reschedule, relocate or deny a request previously approved. In this event, the City will give the group/individual as much advance notice as possible.
- All changes made by a client must be done in writing. A date change is a cancellation & new rental.

## **CITY STAFF (PARK ATTENDANTS)**

Designated City staff is on site at the rental facilities on Saturdays, Sundays, and most major holidays when reservations are at 75% or more of available facilities (May-September) to greet scheduled users and confirm their assigned location. Staff will check in with reservations at other reserved park locations a few times per day. They will ensure the reserved site is clean and ready to use and that park rules are being followed.

## **DOGS IN PARKS INFORMATION**

- Dogs may be off-leash in the Phenix Dog Park at Benicia Community Park, on the First Street Beach, and on the Promenade Beach if dogs are under voice command of the person responsible for the dog. In all other places, dogs must be securely restrained by a leash no longer than six feet.
- Except for service dogs, it is unlawful for a person who owns, has an interest in, harbors or has charge care, control, custody or possession of a dog, to permit the dog to be in City Park or on the Alvarez Ninth Street Park beach or in or upon a playground, skate park, in-line skate rink, tennis court, bocce court, basketball court, or a baseball field or bleacher within any other public park.
- Any person having custody of a dog while on public property, including any easements and public parks, and private property not owned by such person shall at all times carry an instrument suitable for removing and disposing of any feces which may be deposited by said dog and shall remove any such feces which may be deposited by such dog while on such property.

## **ADDITIONAL PICNIC AREA RULES & REGULATIONS**

- Vehicles are not allowed in the park and picnic areas. You may not use access roads, sidewalks, or the grassy areas to drive to the picnic areas to unload equipment, supplies, or people. Picnic areas and fields are handicapped accessible from all parking lots.
- Outside BBQs and/or propane tanks, additional tables and chairs are not permitted. (Renters may not create a new picnic area or expand an existing one)
- Taco trucks, food vendors, or cooking onsite using anything other than the BBQs provided is prohibited.
- Banners, posters, plastic sheeting, blankets or other materials cannot be hung from the wood shade arbors or Gazebo.
- Portable radios are permitted, but the volume must remain at a “reasonable” level that does not impact park users. There is no electrical access in the park.
- Personal generators may not be brought into parks to power any electronic devices. The only generators permitted are those that are rented to provide power to an approved inflatable/jumper.
- Jumpers are permitted at Community Park, Jack London and City Park only with rental of area. Jumper contracts must be submitted to for approval a min. of 5 days prior to rental.
- Jumpers may not exceed a 20’x20’x20’ footprint when fully inflated. Personal jumpers are not allowed; jumpers must be rented through a company with that has insurance on file with the City of Benicia. Water jumpers are not permitted. Unapproved jumpers will be shut down.
- Carnival games, food machines (i.e. snow cones machines, cotton candy machines, or anything that requires access to electricity), and other party rentals are not permitted in parks/picnic areas.
- Insurance is required for businesses & organized groups, clubs, etc. using picnic areas and fields.
- Alcohol must stay in the reserved picnic area. A picnic reservation is required to have alcohol in the park and the permit for alcohol is included with your picnic permit.
- Only one reservation per day is booked at each reservable area/section.
- Refunds are not issued due to rain.