

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Board of Supervisors

BOARD AGENDA # *A-5a

Urgent

Routine

AGENDA DATE June 3, 2008

CEO Concurs with Recommendation YES NO
(Information Attached)

4/5 Vote Required YES NO

SUBJECT:

Approval of Request from "On Your Mark Events" for Use of the Woodward Reservoir Bay View Boat Ramp Area and Picnic Shelter for the Kaiser Permanente Central Valley Triathlons on Sunday, August 24, 2008 and Saturday, September 27, 2008

STAFF RECOMMENDATIONS:

1. Approve request from "On Your Mark Events" for Use of the Woodward Reservoir Bay View Boat Ramp Area and Picnic Shelter for the Kaiser Permanente Central Valley Triathlons on August 23 and 24, 2008 and September 26 and 27, 2008.
2. Direct "On Your Mark Events" to adhere to the requirements set forth by the Department of Parks and Recreations.

FISCAL IMPACT:

There is no fiscal impact to this Department associated with this item.

BOARD ACTION AS FOLLOWS:

No. 2008-373

On motion of Supervisor Monteith, Seconded by Supervisor O'Brien
and approved by the following vote,

Ayes: Supervisors: O'Brien, Monteith, DeMartini and Chairman Mayfield

Noes: Supervisors: None

Excused or Absent: Supervisors: Grover

Abstaining: Supervisor: None

- 1) X Approved as recommended
- 2) _____ Denied
- 3) _____ Approved as amended
- 4) _____ Other:

MOTION:



ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No.



**PARKS AND RECREATION
Administration**

Sonya K. Harrigfeld
Director

Margarita Ramos
Deputy Director

BOARD OF SUPERVISORS

2008 MAY 23 A 10:47

3800 Cornucopia Way, Suite C, Modesto, CA 95358-9492
Phone: 209.525.6750 Fax: 209.525.6773

June 3, 2008

MEMORANDUM

To: Christine Ferraro-Tallman
Clerk of the Board

From: Sonya K. Harrigfeld *signed for Sonya*
Director, Parks and Recreation

**SUBJECT: REQUEST FROM "ON YOUR MARK EVENTS" FOR THE USE OF
WOODWARD RESERVOIR**

A request has been received from ON YOUR MARK EVENTS (GROUP) for the use of Woodward Reservoir – Bay View Boat Ramp Area and the Picnic Shelter for two one-day triathlons entitled Kaiser Permanente Central Valley Triathlon. These events are scheduled for Sunday, August 24, 2008, and Saturday, September 27, 2008 between the hours of 6:00 a.m. and 12:00 p.m. Pre-set up is scheduled for Saturday, August 23, 2008 and Friday, September 26, 2008 after 5:00 p.m. on both dates. The Exclusive Use area of Bay View Boat Ramp is scheduled to be vacated following the event end time and no later than 12:00 p.m. The Group Picnic Area is scheduled to be vacated on the event date no later than 8:00 p.m.

The Department does not have any objections to this request and recommends the Board to approve the request as follows:

- By Thursday, August 14, 2008, no later than 3:00 p.m., require GROUP, to provide the Department of Parks and Recreation, Attention Margarita D. Ramos, Deputy Director, its Certificate of Insurance with a minimum general liability of \$1 million and an Endorsement naming Stanislaus County as an additional insured.
- Prior to the event start time, require all Hold Harmless Agreements (Individual) signed and be given to Ms. Cheryl Jackson, Manager at Woodward Reservoir or her designee. The GROUP is responsible for insuring all participants sign Hold Harmless agreements prior to the start of each event.
- The expected number of person for each event is estimated at 300 participants and 75 spectators.
- There is an Exclusive Use Fee of \$90 per event date.
- There is an Administrative/Reservation Fee of \$10 per event date.
- The Department on each event date, at a cost of \$50 per event date, will supply one accessible portable restroom.
- Group Picnic Area fees included.

- If needed, the County will provide staff for the event dates at a minimum cost of \$40.00 per hour and no less than two staff person per hour for the manning of the Entrance Station.
- Overnight security fees for Bay View Boat Ramp Area are waived for GROUP Security personnel.
- All County fees entering Woodward Reservoir apply for participants.
- All County fees are waived for staff or volunteers of the GROUP not to exceed 50 (fifty) persons. The GROUP will provide a pass list to the on-site coordinator prior to the event dates.
- There are Guaranteed Minimum Fees and/or a Percentage to be paid to the County in the amount of fifteen percent (15%) of the gross revenues, including all concessions revenues or a minimum of \$2,000 per event whichever is greater. Fifteen percent (15%) of the gross revenues, including all concessions revenues shall be paid to the County within 7 (seven) calendar days from the end of the event. The GROUP shall be assessed a \$200.00 late fee if not paid. After 15 (fifteen) days, an additional five (5%) percent will be assessed on the total remaining balance owed to the County. If not paid with 15 (fifteen) calendar days, all future events are subject to cancellation until paid in full. A breakdown of income shall accompany payment of the fees within 7 (seven) calendar days of the event. The GROUP shall remit fees and/or percentages of gross revenues to Stanislaus County Department of Parks and Recreation, Attn: Exclusive Use Fees, 3800 Cornucopia Way, Suite C, Modesto, CA 95358.
- The total fees payable including use, reservation and portable toilet is payable on or before Thursday, August 14, 2008, is \$300. Please remit payment to Stanislaus County Department of Parks and Recreation, Attn: Exclusive Use Fees, 3800 Cornucopia Way, Suite C, Modesto, CA 95358.
- No alcohol is to be sold during the GROUP event.
- The areas are to be left in a clean condition as determined by your on-site coordinator.
- The GROUP shall work with all other necessary groups, organizations, or other governmental personnel as required by the Department to ensure a safe event.
- While at Woodward Reservoir, Ms. Cheryl Jackson, Manager or her designee will serve as your on-site contact person. She can be reached at cbirdsong@parksrec.org or by phone at 209.847.6231.
- If the GROUP brings in portable toilets, they shall be placed in areas as directed by your contact person.
- On Your Mark Events can be reached by email at info@onyourmarkevents.com, by website www.onyourmarkevents.com or by mailing address at P.O. Box 1199, Arnold, CA 95223

If you should have any questions, please do not hesitate to contact me at mramos@parksrec.org or by phone 209.525.6771.

Thank you.

cc: Margarita D. Ramos, Deputy Director
Cheryl Jackson, Manager, Woodward Reservoir

ON YOUR MARK *Events*

Event Management, Timing and Consulting

April 2, 2008

Attn: Mae Song
Stanislaus County
Department of Parks and Recreation
3800 Cornucopia Way, Suite C
Modesto, CA 95358-9492

2008 MAY 23 A 10:4
BOARD OF SUPERVISORS

Dear Mae,

As previously discussed and requested please find our 'Letter of Intent', for a triathlon we, On Your Mark Events, would like to hold on Sunday, August 24th, 2008 at Woodward Reservoir.

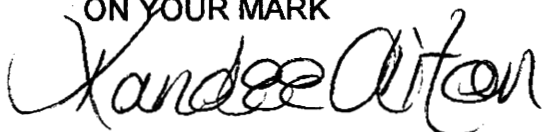
Also, per your recommendation, we met with Randy at Woodward Reservoir and reviewed our ideas, and potential courses. Randy liked the idea and bringing a potential three hundred (300) visitors/participants to the area pleased him.

On Your Mark Event has been in business since 1987 and have produced and managed over a hundred and thirty (130) triathlons in the East Bay Regional Park District and other various areas over the last twenty years. We have an outstanding record and will provide recommendations if required. In the meantime, you can also visit our web site for a review of our organization and our current list of events. Our web site address is www.onyourmarkevents.com

I thank you in advance for your time and consideration. Please let us know what our next step is to proceed.

Sincerely,

ON YOUR MARK



Kandee Aiton

Enclosure