

# Glendale Sports Complex

2200 Fern Lane  
Glendale, CA 91208

(818) 548-6420



AYSO  
3333 Mills Ave  
La Crescenta, CA 91214

## Facility Permit

Status: Approved

Customer Type: Resident

Authorized Agent: Aldo Masheroni

Work: (626) 440-4313 Home: (818) 957-2976

DATE/USER	PERMIT NUMBER	CHARGES	DISCOUNT	TAXES	REFUNDS & CREDITS	PAYMENTS	NEXT PAYMENT DUE	BALANCE DUE
06/27/2011 Kim Arnst	19282	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00

### RESERVATIONS

EVENT NAME	FACILITY	CENTER
<b>AYSO youth soccer practices and games</b> Type: Youth Sports	<b>Montrose Park Small</b>	Sports Complex 2200 Fern Lane Glendale, CA 91208

DATES RESERVED	HRS	DATES RESERVED	HRS		
Tuesday - 8/2/2011	04:30 PM to 10:00 PM	5.5	Thursday - 8/4/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 8/9/2011	04:30 PM to 10:00 PM	5.5	Thursday - 8/11/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 8/16/2011	04:30 PM to 10:00 PM	5.5	Thursday - 8/18/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 8/23/2011	04:30 PM to 10:00 PM	5.5	Thursday - 8/25/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 8/30/2011	04:30 PM to 10:00 PM	5.5	Thursday - 9/1/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 9/6/2011	04:30 PM to 10:00 PM	5.5	Thursday - 9/8/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 9/13/2011	04:30 PM to 10:00 PM	5.5	Thursday - 9/15/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 9/20/2011	04:30 PM to 10:00 PM	5.5	Thursday - 9/22/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 9/27/2011	04:30 PM to 10:00 PM	5.5	Thursday - 9/29/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 10/4/2011	04:30 PM to 10:00 PM	5.5	Thursday - 10/6/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 10/11/2011	04:30 PM to 10:00 PM	5.5	Thursday - 10/13/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 10/18/2011	04:30 PM to 10:00 PM	5.5	Thursday - 10/20/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 10/25/2011	04:30 PM to 10:00 PM	5.5	Thursday - 10/27/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 11/1/2011	04:30 PM to 10:00 PM	5.5	Thursday - 11/3/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 11/8/2011	04:30 PM to 10:00 PM	5.5	Thursday - 11/10/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 11/15/2011	04:30 PM to 10:00 PM	5.5	Thursday - 11/17/2011	04:30 PM to 10:00 PM	5.5
Tuesday - 11/22/2011	04:30 PM to 10:00 PM	5.5	Tuesday - 11/29/2011	04:30 PM to 10:00 PM	5.5
Thursday - 12/1/2011	04:30 PM to 10:00 PM	5.5	Tuesday - 12/6/2011	04:30 PM to 10:00 PM	5.5
Thursday - 12/8/2011	04:30 PM to 10:00 PM	5.5	Tuesday - 12/13/2011	04:30 PM to 10:00 PM	5.5
Thursday - 12/15/2011	04:30 PM to 10:00 PM	5.5	Tuesday - 12/20/2011	04:30 PM to 10:00 PM	5.5

Thursday - 12/22/2011	04:30 PM to 10:00 PM	5.5	Tuesday - 12/27/2011	04:30 PM to 10:00 PM	5.5
Thursday - 12/29/2011	04:30 PM to 10:00 PM	5.5			

Total Number of Dates: 43

Total Number of Hours: 236.5

**NOTES:**

## DISCLAIMERS

**Sports Fields - Reservation Policies**

A security deposit of \_\_\_\_\_ is required for this permit. The security deposit should be made in the form of credit card\*. This deposit is due at the time of scheduling. It will be credited back within three (3) business days after the last date listed on the permit, provided the following policies are adhered to:

\_\_\_\_\_ The RESPONSIBLE PERSON must be at least 18 years of age and must attend the event from beginning to end. This person must maintain an orderly activity in compliance with the General Rules and Guidelines. The RESPONSIBLE PERSON must assume responsibility for all participants and their actions. Improper use of the facility will result in immediate closure of the activity. Action will be taken against misrepresentation of an event. A fine may be assessed.

\_\_\_\_\_ One half the total rental fee is due at the time of scheduling. The balance of the rental fee is due two weeks prior to each event date listed on the permit. Total rental fees are due at the time of scheduling, if scheduled within two weeks of first date listed on permit.

\_\_\_\_\_ Cancellations must be received in writing or in person, along with a copy of the permit, to the Sports Supervisor at least two (2) weeks prior to each event listed on the permit. In this instance, a full refund, less a fifteen (\$15) administrative fee, will be given. If notification is received within two (2) weeks of the event date, a cancellation fee of one-half the total approved rental fee or a minimum of \$25 will be assessed. A full refund will be issued in the event of a facility failure.

\_\_\_\_\_ In the event of a date conflict, City events shall have priority. The City reserves the right to cancel any or all permitted dates in the event of a date conflict for a City event or if the Community Services & Parks Director deems it necessary for City operations, programs or maintenance. A full refund for the canceled dates will be provided in this case. Staff will attempt to provide the permittee with a minimum of two (2) weeks written notice of the cancellation.

\_\_\_\_\_ Events may not exceed the starting or ending times on the permit. The park closes at 10:00pm, and all participants are expected to be off the property at 10:00pm. The renter is responsible for planning their rental and games accordingly to be off of the premises by 10:00pm.

\_\_\_\_\_ RESPONSIBLE PERSON must leave all permitted fields clean and orderly. All decoration, trash and debris must be placed in the provided receptacles.

\_\_\_\_\_ It is the responsibility of the RESPONSIBLE PERSON to request the use of lights and scoreboards during the permitted time. The lights and scoreboard will not be activated if they are not permitted. A refund will not be provided if the lights or scoreboard are not activated if they are not permitted.

\_\_\_\_\_ Alcohol is strictly prohibited in ALL AREAS of the property. Smoking is prohibited within 25 feet of the children's play area. Violation will result in immediate eviction of the event and guests. Violation may result in forfeiture of deposit. In addition, the RESPONSIBLE PERSON may be cited and/or fined for violation.

\_\_\_\_\_ Signage, posters, banners, etc. may not be attached to any existing park structure or facility including arches, walls, trash receptacles, columns, light posts, and windows. Any signage must be removed at the conclusion of the permitted time.

\_\_\_\_\_ Tampering with light fixtures is prohibited.

\_\_\_\_\_ Your event and its guests are only permitted to utilize the facilities listed on the permit.

\_\_\_\_\_ All permitted activities other than meetings must provide proof of insurance coverage, purchase insurance through the city and/or sign an indemnity form.

\_\_\_\_\_ Animals are to be on leashes at all times. Persons with dogs must have in their possession the capability to properly dispose of dog waste.

\_\_\_\_\_ Patrons are responsible for personal property. City of Glendale cannot be held liable for items left in or around the park site.

Miscellaneous Options: Any applicable options must be initialed by the facility supervisor and the RESPONSIBLE PERSON.

\_\_\_\_\_ The security deposit may be made in the form of check, cash or money order. This deposit is due at the time of scheduling. It will be credited back within ninety (90) days of the last date listed on the permit, provided the above stated policies are adhered to.

\_\_\_\_\_ The following persons are additional contacts who will be responsible for executing the rental agreement in the absence of the RESPONSIBLE PERSON. Additional contacts must be eighteen (18) years of age.

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ An amplified sound permit is required for this event. The RESPONSIBLE PERSON must adhere to the Glendale Municipal Code Sections 8.36.280. An amplified sound permit may be obtained through the Glendale City Clerk's Office. A copy of the approved permit must be presented and filed with the community center two (2) weeks prior to each event listed on the permit.

\_\_\_\_\_ All vendors must follow the City itinerant vendor policy. The appropriate license and fees must be paid and filed. A \$1000 surety bond must be on file for the initial event, and will remain in effect as long as continuous events take place. (Bonds can be cash or purchased bond.)

\_\_\_\_\_ Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have received a copy of the Glendale Field Reservation Policies. I have also received a copy of the General Rules and Regulations for City Parks, Facilities and Recreation Buildings. I understand that if the rules and regulations are not adhered to that all or part of my security deposit may be withheld. I understand that I will be billed for any additional charges incurred that exceed the amount of the security deposit.

Responsible Person: \_\_\_\_\_ Date: \_\_\_\_\_  
(Print Name)

Signature: \_\_\_\_\_

\* A debit card may be used to make a security deposit. Please note that these funds will be removed directly from your bank account.

## Community Services & Parks Department

### General Rules & Regulations

The City of Glendale welcomes everyone to use City parks and facilities as resources for social, educational, leisure and recreation uses. They accommodate a wide variety of activities with requirements varying from serene, contemplative natural park settings to noisy playgrounds and sports fields. Park visitors whose conduct or behavior is disruptive or incompatible with the intended purpose of a park or facility prevents others from enjoying and using the park and may interfere with the performance of staff in the execution of their duties. Compromising the safety and security of parks and facilities creates a potential danger to visitors and may prevent them from using the parks and facilities as intended. This behavior also may impede the ability of staff to perform their duties. Damaging or destroying parks and facilities prevents the public from using and enjoying them.

Therefore, it is necessary that everyone who uses parks and facilities follow these General Park Rules and Regulations in order to:

- .. ensure public access and use of parks and facilities by everyone;
- .. reduce visitor interference with appropriate uses of parks and facilities;
- .. provide an appropriate level of maintenance and safety at parks and facilities; and
- .. afford appropriate respect for other visitors and staff.

Pursuant to the Glendale Municipal Code Sections 2.60.150 and 9.04.012, failure to adhere to these General Park Rules and Regulations may result in individuals being expelled from City parks and facilities, banned from the use of the City parks and facilities for definite periods of time and/or the loss of specific park privileges. While a violation of these Rules and Regulations will not be considered a violation of law which is subject to criminal penalties; in the event someone is expelled from the City parks or facilities, or banned for a period of time, and returns during the period of expulsion or suspension, such conduct could result in criminal charges being filed for trespass.

The Director of the Community Services & Parks Department, or their designee, may ban an individual from the use of City parks and facilities, without appeal, for a period up to 72 hours by informing the individual, verbally or in writing, that they have failed to adhere to the General Park Rules and Regulations providing that the rule or regulation relates to the park or facility from which the person has been banned. The Director of the Community Services & Parks Department may ban an individual for a period not to exceed thirty days, from any City parks and facilities, providing that the violation of the rule or regulation relates to the park or facility from which the person has been banned. Individuals banned from park and facility use for a period more than three days shall be notified in writing within five days of the incident of the intent of the Division to ban the individual from park and facility use. The individual will have five days from the time of receipt of the notification to appeal the banning in writing stating why they should not be banned. The Director of the Community Services & Parks Department shall respond with a decision to appeal within five days. The decision of the Director of the Community Services & Parks Department shall be final.

Additionally, the Community Services & Parks Department will uphold all state, federal and local laws and ordinances with regard to public behavior. The General Park Rules and Regulations will be enforced by Glendale Park Rangers and the Glendale Police Department as necessary.

A complete copy of these Rules and Regulations and the hearing procedures used in the event that exclusion or suspension of an individual from the City recreation buildings and facilities occurs are available at the Community Services & Parks Department's Administrative Offices at 613 E. Broadway, Room 120, Glendale, California.

## GENERAL

Permits are required to reserve picnic areas, sports courts, athletic fields and buildings. Permits are issued only for the time(s) and date(s) outlined on the permit. A person or persons representing companies, groups or organizations signing park permits will be held liable. All permits are given for the sole use of the permittee and permits cannot be sublet or given to any other individual, corporation, or organization.

The following conduct, acts, and behavior are prohibited except where otherwise noted:

- .. Personal belongings shall not be left unattended. The City of Glendale is not responsible for lost, damaged or stolen items. Unattended personal items may be disposed of by staff in accordance to Civil Code § 2080 et seq. and Glendale Municipal Code (GMC) § 2.100 et seq.
- .. Children under the age of nine shall not be left unattended. Parents are responsible for their children's supervision and appropriate behavior.
- .. Engaging in exhibitionism; voyeurism; or physical, sexual or verbal abuse.

- .. Illegal behavior including, but not limited to, threats; acts of violence; brandishing a weapon; theft; gambling; consumption of alcoholic beverages; being under the influence of, or using or selling, alcohol or drugs; and possession of illegal drugs.
- .. Obstructing entrances, exits, aisles and passageways to a park, building or facility or any other access points.
- .. Bringing shopping carts into a recreation building. "Shopping cart" means a basket that is mounted on four wheels or a similar device generally used in a retail establishment by a customer for the purpose of transporting goods of any kind.
- .. Deposit, by means of urination or defecation, any human waste material (as defined in Section 9.20.120 of the GMC) other than in a toilet or other receptacle designed for such waste.
- .. Fighting.

## CITY RECREATION BUILDINGS

The following conduct, acts, and behavior are prohibited except where otherwise noted:

- .. Disturbing the peace, which includes, but is not limited to, talking loudly.
- .. Using personal equipment (such as computers, cellular phones and audio players) that is disruptive, noisy or unsafe. Audio equipment may be used with headphones if it does not disturb others.
- .. Except for infants under two, overcrowding in seating areas which includes having: 1) No more people per table than seats are provided for, 2) No more than one person per chair, and 3) No more than two people per computer workstation.
- .. With the exception of children under four years of age, sleeping in excess of thirty minutes.
- .. Smoking.
- .. Causing odors that elicit complaints or cause discomfort to others.
- .. Soliciting, panhandling or begging.
- .. Unauthorized distribution of materials or gathering of signatures for petitions.
- .. Bringing in excessive baggage such as sleeping bags, bedrolls, luggage and shopping carts. Small backpacks, briefcases and purses are permitted.
- .. Bringing animals into the building or facility, except service animals.
- .. Entering a building without shoes or a shirt unless appropriate for programmed building uses.
- .. Wearing roller skates or in-line skates inside recreation buildings or facilities unless the building or facility is planned and programmed to accommodate the use.
- .. Harassing building visitors or staff.
- .. Destroying, damaging, defacing or misusing City materials, equipment, furniture, facilities or property including, but not limited to; writing in, highlighting or annotating written or printed materials; cutting, tearing and removing pages and parts of pages from City materials; misusing, altering or tampering with computer hardware or software; applying graffiti; unauthorized rearranging of furniture; and tipping back chairs or putting feet on furniture.
- .. Misusing restrooms including laundering personal belongings, bathing and not keeping the restrooms clean.
- .. Consuming food or beverages outside of approved areas. Food or drink, including water bottles, must be stored inside backpacks or other personal luggage or consumed before entering the building.
- .. Except as provided in Section 9.20.070G of the GMC, engaging in conduct which is incompatible or inconsistent with the operation and purpose of the recreation building or which prevents others from using the recreation building for the purpose for which it is designed.

## CITY PARKS & FACILITIES

Parks and open space areas are open and available for public use between the hours of 6:00 a.m. and 10:00 p.m.

Park areas may be closed to public entry during bad weather conditions or other emergencies, or for protection of facilities, public safety or wildlife management purposes. Restrictions will be posted.

Parks and recreation facilities are generally available on a first come, first served basis unless a facility reservation has been issued. Some parks and facilities are subject to reservation. Permits for parks and facilities are available for usage from 6:00 a.m. until 10:00 p.m., seven days per week except Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas and New Years Day unless authorized by the Director.

Groups and individuals without reservations may be asked to relocate when using a facility that has been reserved. The permittee must observe established occupancy limits for parks and facilities. The City reserves the right to modify or revoke park permits due to unforeseen circumstances. Park reservations and information is available through the Community Services & Parks Department. Parks and facilities areas must be clean and free of trash and debris at the conclusion of the reservation or the permittee's security and cleaning deposit may be partially or fully revoked.

The following conduct, acts, and behavior are prohibited except where otherwise noted:

- .. Obstructing or interfering with the regular course of City business.
- .. Engaging in a commercial activity without a permit. Commercial activity is defined as any activity where a fee is charged for a product or service, whether or not any money is exchanged on site.
- .. Storage of personal property. "Storage" means, in light of all of the circumstances, to put aside or accumulate for use when needed, to put for safekeeping, to place or leave in a location any personal property in the park.
- .. Littering and dumping.
- .. Busking. "Busking" is defined as providing entertainment in exchange for money.
- .. Rollerblading, biking or skateboarding other than in areas designated and posted for this purpose.
- .. Except as otherwise authorized by law, no person may prevent, by force, harassment, coercion, intimidation, threat, or assault, any other person from using park facilities for the purpose for which they were designed.
- .. Adults loitering for the purpose of engaging any minor in unlawful or illegal conduct. A "minor" is defined as anyone under eighteen. "Loiter" means to delay, to linger, or to idle.
- .. Use of motorized and remote control vehicles, toys, airplanes are prohibited in parks without a permit.
- .. Golfing except upon grounds of a golf course, and then is subject to said facility's rules and regulation.
- .. Use of amusement devices such as jump houses, trampolines, dunk tanks are prohibited without permit.
- .. Use of metal detectors without permit.
- .. Attaching or affixing any object, sign, decoration with tape, nails or other means to any trees posts, poles, buildings or facility.
- .. Wading, swimming or bathing in a decorative fountain.
- .. Para-gliding, para-sailing, hang gliding, parachute jumping without a permit.
- .. Unreasonably loud noise or amplified music not in accordance with the City Noise Ordinance.

- .. Except as provided in Subsection B of Section 9.20.070 of the GMC, engaging in conduct which is incompatible or inconsistent with the operation and purpose of the park or which prevents others from using the park or facility for the purpose for which it is designed.

#### PICNIC AREAS

The following are prohibited:

- .. Fires outside park grill and fire circles provided for that purpose shall be extinguished upon leaving the site.
- .. Leaving burning coals or open fires unattended.
- .. Disposing of hot coals on ground or in the trash containers.
- .. Moving picnic tables
- .. Sectioning off areas with rope, banners, balloons, string
- .. Failing to observe established occupancy limits.

#### PARK BENCHES

The following are prohibited:

- .. Lying upon, or under a bench.
- .. Storing personal belongings or bags upon, or under a bench.

#### PLAYGROUNDS

The following are prohibited:

- .. Bringing glass into the immediate vicinity of playground areas.
- .. Bare feet in the playground area.
- .. Running, pushing or shoving in the playground area.
- .. Inappropriate use of playground equipment.
- .. Unsupervised children.
- .. Use of the playground equipment when wet.

#### ATHLETIC FIELDS

The following are prohibited:

- .. Playing on fields under wet conditions
- .. Forced hitting into fences.
- .. Climbing on backstops, goals and buildings.
- .. Use of hardballs (baseballs) except in designated areas.

#### BASKETBALL COURTS

The following are prohibited:

- .. Use of inappropriate footwear
- .. Dunking and hanging on goal rim.
- .. General court conduct shall include:
  - All disputes and disagreements will be handled in a calm matter.
  - Arguing and fighting may result in expulsion from the game and/or gymnasium.
  - Warm-up shooting is prohibited on the court when a game is in progress.
  - Teams shall be established by shooting free-throws. All available players will shoot throws. Each player missing the qualifying free-throw will be eliminated until ten players are left. Players will be assigned alternately to a team as they complete a qualifying free-throw.
  - Game duration shall be up to 11 points by one or fifteen minutes whichever occurs first.
  - Members of the losing team may not play in the succeeding game if there are players present who have not played.

#### TENNIS COURTS

The following are prohibited:

- .. Dogs, skateboards, roller-skates, and bicycles on the courts at any time.
- .. Children who are not playing tennis shall not be on the court.
- .. Use of street shoes on court.
- .. Holding court by one person.

General court conduct shall include:

- .. Players waiting to use a court must remain in person inside the tennis court desired.
- .. Courts may be used for doubles for 45 minutes.
- .. Courts may be used for singles for 30 minutes.

#### PARKING AND TRAFFIC

The following are prohibited:

- .. Parking in other than designated areas.
- .. Driving in excess of 15 MPH Speed limit.
- .. Parking off roadway or where a sign prohibits parking.
- .. Driving off roadways.
- .. Parking or driving commercial vehicles in excess of two tons except by permit.
- .. Abandoning vehicles, boats or other property at any park, open space area or recreational facility. City staff may remove abandoned property.

#### PATHS, WALKWAYS & TRAIL USE

The following are prohibited:

- .. Operation of motor vehicles on trails not designated for their use.
- .. Horses and horseback riding except where designated.
- .. General trail conduct shall include:
  - .. Walkers and Joggers should walk no more than two abreast.
  - .. Bicyclists and equestrians must conduct themselves in a manner that does not infringe on the safety of persons or cause damage to property property.
  - .. Trail users should keep to the right and give a clear audible warning before passing on the left.
  - .. Bicyclists shall yield to joggers and joggers to walkers.
  - .. Bicycles should be operated in a safe manner at prudent speeds.
  - .. Do not disturb any wildlife, pick or damage plants, or remove natural or historical features.

“ Pets must be restrained on a leash that is six feet or shorter in length on all parklands at all times.

The City reserves the right to postpone or cancel dates listed in your permit for inclement weather, field conditions, or City programs that are affected by inclement weather or field conditions. All efforts to reschedule your reservation at your convenience and/or provide a refund will be made.