



Picnic Area Rentals

Effective September 1, 2018

Almost every City park has areas suitable for picnics. However, only a few areas are available for rent - all other areas are on a first-come, first-served basis. Depending on the nature of your rental you may also be required to complete a Special Event Application and obtain a Special Event Permit.

1. **Choose a park** - The information in this packet describes the parks with areas available for rent, including location, size, and available features at each park. All rentable picnic areas are in parks with restrooms except at Oxford Circle.
2. **Check availability** - Call (530) 757-5626 (option 2) to [check the availability](#) of the park you would like to rent. Rental times may only occur between dawn and dusk. Parks after dusk may have sprinklers on. (1 hour must be left between all rentals.)
3. **Complete and sign [the Application](#) and make payment – See page 2 for applicable fees** - come to Parks and Community Services at 23 Russell Boulevard to complete the rental application and pay the rental fees or print, complete and email the application to registration@cityofdavis.org. Payment of fees may be made in person with cash, check or credit card at the Parks and Community Services office or over the phone using Visa, Mastercard or American Express.
4. **Alcohol** - Per City ordinance – it shall be unlawful for any person to consume any alcoholic beverage or to have in his or her possession any open container of beer, wine or any alcoholic beverage, or intoxicating liquor within 600 feet of any primary or secondary school campus property lines at any time.
 - **All events with Alcohol must include [Liquor Liability coverage](#) with an [additional minimum of \\$1,000,000 per occurrence](#)**
5. **Insurance - Insurance is required for rentals with 200 guests or more, use of a stage, if serving or selling alcohol and/or with a Bounce House** - Certificate of Liability Insurance must be submitted 14 business days prior to your rental and must name the City of Davis as additionally insured and must meet the following required criteria:
 - Name City of Davis as additionally insured. Additional Insured Endorsement page must be included and state “City of Davis, it’s agents, directors and employees are all included as additional insured on this policy”
 - Have a **minimum** limit of \$1,000,000 coverage
 - (1) general aggregate
 - (2) per occurrence
 - (3) AND liquor liability (if serving or selling alcohol)
 - Certificate must specify date and location of event
 - Certificate and endorsement(s) must be submitted 14 days prior to rental date or rental may not be granted
 - Rentals requiring insurance are considered **tentative** until insurance meeting all criteria has been received and approved by the City.
 - Event permits will be released upon compliance with all applicable requirements.
 - Liability Insurance may also be required when water access is requested.
 - Certificate of Liability insurance must be provided by the rental company when use of a bounce house is requested.

INSURANCE & ENDORSEMENT HOLDER
City of Davis
23 Russell Blvd
Davis, CA 95616

- **Electricity** - Electricity is not available at any park location except for Central Park Rotary Stage and Pavilion.
 - A reservation and issued permit is required.
 - Access to electricity requires a key and a key deposit is required at the time all other fees are due.
 - If the key is not picked up and staff is called for the customer to access electricity, a non-refundable \$100 staff fee will be charged.
 - The key may be picked up at the Parks and Community Services office, one business day prior to your rental and must be returned the following business day.
6. **Bounce House** - A Bounce House/Vehicle in Park permit (\$25) is required for all bounce house uses.
- Per City Council policy Bounce Houses are **prohibited** in city parks or greenbelts without a park reservation.
 - Electricity for bounce houses is not available at any park.
 - Bounce Houses may not be staked into the grass.
 - City staff reserves the right to allow Bounce Houses only in certain locations within a park due to the proximity to residences or to prevent damage.
 - Bounce House rentals in which a gas powered bounce house is requested are limited at neighborhood parks to one park reservation/per day/per Neighborhood Park.
 - The use of a bounce house is limited to **2 hours**.
 - Certificate of Liability insurance must be provided by the rental company when use of a bounce house is requested.
- **Water Access** – Water access may be available, upon request, **for an additional fee**. See additional information for locations.
 - Equipment is not provided by the Parks and Community Services Department.
 - Equipment, including all hoses, must not cross any walking or biking path or create any otherwise unsafe situation for park users.
 - Permit holder must contact the Parks Supervisor (757-5656) the week prior to reservation, during business hours, to set up an appointment for orientation of use.
 - Any and all water must be turned off at the end of reservation time. Additional fees may be charged if water is not turned off at the end of use.
7. **Cancellations** - If the rental is cancelled by the renter, the cancellation must be made 14 days prior to the rental date or rental fees will be forfeited. If a rental is booked less than 14 days prior to the rental date and cancelled, there will be no refund of rental fees; however, deposits and miscellaneous equipment/service fees will be refunded. A rental date or location can be changed once if requested 5 business days prior to original rental date (updated insurance may also be required); however 50% of the original rental fee will be forfeited and the other 50% will be applied to new rental date.
8. **Day of your rental** – Arrive to your rental with your permit. If people are there, please show them your permit and if they refuse to vacate the site, please contact the Police Department for assistance (530) 747-5400. If inclement weather keeps you from using your reserved area, please contact Parks and Community Services no more than three days after your rental date. If the area was not usable, you will get a refund.

Picnic Areas/Rotary Stage/Pavilion Rates – effective 9/1/18

Group Size	Deposit	Resident Hourly Rate	Non-Resident Hourly Rate	Resident Daily Rate	Non-Resident Daily Rate
0-99		\$30.00	\$60.00	\$155.00	\$310.00
100-299	\$75.00	\$35.00	\$70.00	\$200.00	\$400.00
300+	\$200.00	\$45.00	\$90.00	\$270.00	\$540.00

Permits and Fees

Permit/Insurance Info When Required	Secure From	Fee	Days Needed to Secure Permit Prior to the Event Date
Alcohol: ABC License or Open Container Permit	Davis Police Dept.	varies	ABC - 30 days prior to rental date Open Container - 16 days prior to rental date
Bounce House Permit	Parks & Community Services	\$25.00	14 days prior to rental date
Vehicle on Paved Path Permit	Parks & Community Services	\$25.00 - \$50.00	14 days prior to rental date
Business License	City Finance Dept.	Varies by Business	14 days prior to rental date
Certificate of Liability Insurance (see page 1 for details and specifications)	Own provider, Parks and Community Services or Bounce House Company	Varies by rental	14 business days prior to rental date
Exempt Business License (non-profits)	City Finance Dept.	No charge to non-profits	14 days prior to rental date
Food Permit	Yolo Co. Health Dept.	Varies by Event	14 days prior to rental date
Sound Permit	Davis Police Dept.	\$30.00	16 days prior to rental date
Special Event Permit	Parks & Community Services	Varies by rental	No less than 45 days prior to event/rental date(s)
Water Access	Parks & Community Services	\$50.00	14 days prior to rental date

Facilities and Rental Fees at Cannery Market Park

Facility	Deposit	Resident Hourly Rate	Non-Resident Hourly Rate	Resident Daily Rate	Non-Resident Daily Rate
Amphitheatre		\$50.00	\$100.00	\$300.00	\$600.00
Bocce Court (2 hr minimum)		\$15.00	\$30.00	\$100.00	\$200.00
Bocce Equipment (2 hr minimum)	\$50.00	\$10.00	\$20.00	\$50.00	\$100.00

Special Events - Deposits and Fees

Group Size	Deposit
100 or less	\$200.00
101-250	\$400.00
251-500	\$600.00
501+	\$700.00

Group Type	Application Fee
Co-Sponsored Group	\$75.00
Community Group	\$100.00
Resident	\$125.00
Non-Resident	\$250.00

MISCELLANEOUS FEES	
Staging Fee	\$90-150.00
Water Access	\$150.00

Violation of Special Events Permit

Organizations that violate any requirements of their approved Special Event Permit will be subject to the following:

1st infraction - written warning

2nd infraction - \$200.00 fine (and/or at cost)

3rd infraction - \$300.00 fine (and/or at cost)

4th infraction - \$400.00 fine (and/or at cost)

5th infraction – denial of future Special Event Permits

Park	Capacity	Features	Other Information
Arroyo Park 2000 Shasta Drive 1. Playground picnic 2. Children's Garden picnic	20 30	2 sm. tables 1 sm. BBQ 5 tables 1 BBQ	Street parking, lot nearby, playground, restrooms Near school, fields
Central Park Picnic Area 401 C Street (corner of C & 4 th Streets)	50	6 tables 2 sm & 1 lrg BBQ	Street parking, playground, restrooms
Chestnut Park 1020 Chestnut Lane (corner of Chestnut Ln. & Alice St.) 1. Playground picnic 2. Field Picnic	50	3 tables 1 BBQs 4 tables 1 BBQ	Street parking, small parking lot, playground, near Chestnut Roundhouse, restrooms, tennis, basketball
Community Park- Shade Arbor 203 E. 14 th Street (corner of F & W. Covell Blvd., near Davis Art Center/Rainbow City Playground)	150	8 tables under trellis 4 tables 4 BBQs	Street parking, lot nearby, playground, restrooms, water access available
Community Park - Solar Panels 203 E. 14 th Street (near Community pool and the DHS tennis courts)	150	19 tables 2 BBQs	Parking lots nearby, restrooms, grassy area nearby
Harvest Park at the Cannery 1701 Harvest Park 1. Picnic Area 1 and 2 2. Picnic Area 3 and 4	20 40	4 tables 2 BBQs 8 tables	North picnic area, no shade, near the pool, bounce house allowed on north field only, playground 4 tables under the shade, 4 tables no shade west of exercise equipment, corn hole sets and ping pong
John Barovetto Park 4400 Alhambra Drive (corner of Alhambra & Arroyo Ave.)	25	3 tables 2 BBQs	Limited street parking, playground, restrooms, shade
Mace Ranch Community Park 3141 Fifth Street (under Pavilion) The picnic area is behind the old Explorit Science Center.	50	6 tables 4 BBQs	Parking lot nearby, playground, restroom, shade structure, basketball, water access available
Market Park at the Cannery 2551 Cannery Loop	30	3 tables 2 BBQs	Amphitheatre w/electrical, picnic area, playground, bocce courts, restrooms, bounce house not permitted
Oxford Circle Park 505 Oxford Circle (corner of Oxford Cir. & Wake Forest Dr.)	25	2 lg. tables 2 lrg. BBQs	Disc golf course, playground no restrooms , amphitheater street parking
Pioneer Park 5035 Hamel Street (corner of Hamel Dr. & Swingle St.)	100	9 tables 2 BBQs	Small off-street parking lot, playground, restrooms, shade, basketball, tennis, water access available
Slide Hill Park 2850 Temple Drive	100	5 tables 2 BBQs	Off-street parking lot, next to Manor Pool, playground, restrooms, shade, basketball, baseball
West Manor Park 2910 Salem Avenue (corner of Salem Ave. & Bienville St.)	100	11 tables 2 sm & 1 lrg BBQ	Small off-street parking lot, basketball, tennis, playground, restrooms
Westwood Park 900 Barkley Street (corner of Barkley St. & Calaveras Ave.)	20	3 tables 2 BBQs	Street parking, playground, restrooms, basketball, water access available