



AGENDA REPORT

Meeting Date: May 23, 2013
Item Number: H-6
To: Honorable Mayor & City Council
From: Brad Meyerowitz, Recreation Services Manager
Subject: MUNICIPAL LEAGUE OF BEVERLY HILLS CO-SPONSORSHIP REQUEST
Attachments: None

RECOMMENDATION

Staff recommends that the Municipal League's request for Co-Sponsorship be approved. Staff will work with appropriate representatives from the Municipal League in coordinating the use of Greystone Estate for their 50th Anniversary event which has been scheduled to occur on June 20, 2013.

INTRODUCTION

A request has been made by the Municipal League of Beverly Hills for the City to Co-Sponsor a special event to be held at Greystone Estate. The event, celebrating the Municipal League's 50th anniversary, will be held on a weeknight date in June at a time that is not in conflict with any other scheduled uses of the facility. Staff has placed a hold on the requested facilities for use by the Municipal League on June 20 pending City Council's approval of staff's recommendation.

DISCUSSION

The Municipal League is requesting in-kind services from the City of Beverly Hills to offset facility rental and labor fees to conduct their event at Greystone. Municipal League Chairman Thomas White has indicated that he would prefer to use the interior of the mansion, but based on anticipated attendance figures, it may require a combination of interior and exterior venues. Staff will be conducting a walkthrough of Greystone with representatives of the Municipal League to better clarify their needs and desires.

The published Beverly Hills Resident fees for the interior usage only of the mansion are \$3,863 for a four hour block of time. Each additional hour is \$309. Other fees include:

- Prep/Strike: \$115.50/hour
- Park Ranger: \$56/hour per Ranger
- Use of Front Terrace: \$1,500
- Refundable Surety Deposit: \$5,000

If the event is held in an exterior venue, the fees are:

- Event Fee (4 hour minimum): \$447/hour (based on 100 guests or less)
\$568/hour (based on 101 – 200 guests)
- Prep/Strike: \$115.50/hour (based on 100 guests or less)
\$141.00/hour (based on 101 – 200 guests)
- Park Ranger (4 hour minimum): \$56/hour per Ranger
- Refundable Surety Deposit: \$600

FISCAL IMPACT

If published rental fees were charged for the event, the fees for a four-hour event with 2 hours of prep/strike time, and staffing by 3 Park Rangers (at 6 hours each) would be:

VENUE	FEES	NOTES
Interior	\$5,102	
Exterior	\$3,562 (based on 101 -200 guests rate)	
Interior & Exterior	\$6,602	\$1,500 for Front Terrace

Please note that the respective Refundable Surety Deposits are not included in the aforementioned fees.

Steven Zoet
Approved By

