

APPROVED
DEC 11 2013
**BOARD OF RECREATION
& PARK COMMISSIONERS**

REPORT OF GENERAL MANAGER

NO. 13-315

DATE December 11, 2013

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GOLF DIVISION – CHANGES TO GOLF TOURNAMENT POLICY;
AMENDMENT TO THE SCHEDULE OF RATES AND FEES

R. Adams _____
H. Fujita _____
V. Israel _____

*K. Regan KKR
M. Shull _____
N. Williams _____

[Signature]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board approve the proposed changes to the Golf Tournament Policy (Attachment A) and to the Schedule of Rates and Fees for Golf (Attachment B) as outlined in the Summary of this Report, effective immediately upon approval.

SUMMARY:

The Golf Tournament Policy was last revised in 2006. The Department is proposing changes to the Golf Tournament Policy to better suit current golf market conditions, increase revenue, and make updates regarding organizations that no longer exist. Listed below are some of the more significant changes:

1. Tournament Reservation Priorities - Rather than accommodating reservations to affiliate and exempt groups on a given day of the year, it is being proposed that reservations by affiliate groups be submitted a given number of months in advance. This will allow the Department to schedule public tournaments twelve (12) months in advance, while still accommodating affiliate groups.
2. General Tournament Information
 - Allow the Department to schedule tournaments on the previously excluded holidays of Martin Luther King's Birthday, Washington's Birthday, Cesar E. Chavez' Birthday, Columbus Day, and Veterans Day. Although these are observed City holidays, these holidays are not observed by all businesses and are not significantly busy play days on the golf courses. Allowing tournaments to be held on these holidays, there is a potential for additional revenue.
 - Remove the restriction of two (2) tournaments per week on each golf course. With the current golf market, the golf courses have a lower utilization rate. Allowing more

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- tournaments per week will fill unused capacity on the golf courses. This will not impact public access to the golf courses significantly, as most of these tournament groups are small (an average of twenty-eight (28) players).
- Change the minimum number of players to be considered a tournament from twenty-four (24) to sixteen (16) players.
 - Allow weekend tournaments at all City golf courses, beginning at 9:00 a.m.
3. Exempt Groups
- Remove Public Links Golf Association of Southern California (PLGA) and United States Golf Association Amateur Public Links (USGAAPL) from Exempt Groups. These organizations no longer exist.
 - Clarifies that the fee charged to Exempt Groups is the “Resident” rate.
4. Affiliate Groups
- Remove Municipal Golf Association from Affiliate Groups, due to inactivity.
 - Allow the use of Senior, Junior, and Lifeline rates for weekday non-holiday club tournaments and play days.
5. Shotgun Tournaments – Revise policy to allow shotgun tournaments at all City golf courses on any day of the week.

Attachment A delineates the changes to the Golf Tournament Policy.

The Department is proposing revision of the Schedule of Rates and Fees for Golf (Attachment B) to align it with changes made to the Tournament Policy. No change in fees is being proposed at this time. The two (2) changes to the Schedule of Rates and Fees are:

1. Removal of the restriction of the weekend tournament fee being applicable to Griffith and Sepulveda Courses only. The fee may be used for weekend tournaments at all 18-hole golf courses.
2. Clarification of the definition of the shotgun tournament rates from “8 a.m. Shotgun” to “8 a.m. and Prior” and “10:00 a.m. Shotgun” to “After 8:00 a.m.”.

FISCAL IMPACT STATEMENT:

There is no negative impact on the Department’s General Fund, as all revenue and expenses related to the operation of the City’s golf system is deposited to or paid from, the Golf Operations Special Fund.

This report was prepared by James N. Ward, Golf Manager.



GOLF TOURNAMENT POLICY

~~Revised February 2006~~
Revised November 2013

GOLF TOURNAMENT POLICY

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TOURNAMENT RESERVATION PRIORITIES

1. L.A. City Golf Championships – Submitted ~~by the first working day in September of the previous year~~ **fourteen (14) months in advance.**
2. Affiliate Groups – Submitted ~~by the first working day in October of the previous year~~ **thirteen (13) months in advance.**
3. Exempt Groups, Special Exemptions, Junior Groups – Submitted ~~by the first working day in October of the previous year~~ **thirteen (13) months in advance.**
4. General Public Groups, ~~High Schools, and Colleges~~ – Submitted ~~no earlier than the first working day in November of the previous year~~ **twelve (12) months in advance.**
5. **High Schools and Colleges – Submitted beginning the first working day in November of the previous year.**

SECTION I	General Tournaments	Page: Sec. I Pg. 1
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GENERAL TOURNAMENT INFORMATION

1. Tournaments are ~~permitted~~ **allowed**, except on the following Holidays:
 - New Year's Day
 - ~~Martin Luther King, Jr. Day~~
 - ~~Presidents' Day~~
 - ~~Cesar Chavez Day~~
 - Memorial Day
 - Independence Day
 - Labor Day
 - ~~Columbus Day~~
 - ~~Veterans Day~~
 - Thanksgiving Day
 - Friday after Thanksgiving
 - Christmas Day
 - No tournaments will be ~~permitted~~ **allowed** between December 25 and January 2.

2. **Tournaments are allowed at the weekend tournament rate on the following holidays:**
 - **Martin Luther King's Birthday**
 - **Washington's Birthday**
 - **Cesar E. Chavez' Birthday**
 - **Columbus Day**
 - **Veterans Day**

Note: When a holiday occurs on a Sunday, the following Monday will be observed as the holiday. If a holiday occurs on a Saturday, the preceding Friday will be observed as the holiday. Holiday rates will be in effect on these days.

- ~~2. A maximum of two (2) tournaments per week (Sunday through Saturday) per course.~~

- ~~3. Two separate back to back tournaments, up to a maximum of 80 players, may be counted as one tournament with the approval of the reservation office.~~

- ~~4. 36-Hole complexes are permitted no more than one (1) tournament per day.~~

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3. Department affiliated and sponsored events are **not** to be counted as tournaments **including affiliated club play days**. ~~and will include events such as affiliated Club Play Days.~~
4. Spectators and caddies are ~~not permitted~~ **allowed with the approval of the Golf Manager.**
5. Arrangements for refreshments and/or merchandise must be made through individual **course** concessionaires (excludes corporate logo tee prizes handed out at the first tee); location of sponsor's signs, banners, etc., must be approved in advance by course manager.
- ~~1. General tournament policy applies to general public tournaments.

 - ~~Two separate back to back tournaments, up to a maximum of 80 players, may be counted as one tournament with the approval of the reservation office; 36 Hole complexes are permitted no more than one (1) tournament per day.~~~~
 2. ~~A group is permitted one (1) tournament per course per calendar year.~~
 3. ~~Two (2) tournaments may be requested by the first working day of November of the previous year. Up to five (5) additional tournaments may be requested and may be awarded after the first working day in December.~~
46. ~~The total number of players which may be booked by an individual group per calendar year is 320. Individual tournaments are limited to a minimum of 24 16 players and a maximum of 160 players.~~
57. **Weekday Tournaments:**
 - **Allowed at all City golf courses.**
 - Pay the tournament rate stipulated in the Rates and Fees Manual.
 - Senior rates, Lifeline Rates **and** Junior Rates, ~~and Courtesy Passes~~ do not apply.
 - ~~All tournaments by Permit pay with one check.~~
 - Full payment must be made at least ~~15~~ **seven (7)** days prior to day of play through the Golf Reservations office. **Payment related to increase in number of players must be made before the scheduled start time at the golf course.**

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~~68.~~ **Weekend Tournaments:**

- **Allowed at all City golf courses.**
- ~~• On only one of the 36 Hole complexes golf course each weekend day.~~
- On any non-holiday weekend, except between December 25 and January 2.
- ~~• With a maximum of 60 players per event.~~
- Beginning at ~~10:00~~ **9:00** a.m.
- At a special weekend tournament fee as specified in the **Pay the tournament rate stipulated in the** Rates and Fees Manual.
- **Payment must be made at least seven (7) days prior to day of play through the Golf Reservations office. Payment related to increase in number of players must be made before the scheduled start time at the golf course.**

~~7.~~ **Reservations**

- ~~• Must be made at least 30 days prior to the requested date of play, but no earlier than the first working day in November of the previous year.~~

The Department of Recreation and Parks General Manager will have the authority to ~~permit the scheduling of~~ **schedule** additional tournaments, with required fees, to maximize the use of the golf courses. The Department's General Manager will report periodically to the Board of Recreation and Park Commissioners any exceptions to tournament scheduling.

SECTION II	Exempt Groups	Page: Sec. II Pg. 1
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1. Exempt Groups
 - ~~Public Links Golf Association of Southern California (PLGA)~~
 - Women's Public Links Golf Association of Southern California (WPLGA)
 - Los Angeles County Women's Golf Association (LACWGA)
 - ~~United States Golf Association Amateur Public Links (USGA-APL)~~
 - Southern California Golf Association (SCGA)

2. General Information
 - ~~SCGA Team Play competitions and practice rounds counted as tournaments unless added to the regular monthly men's club tournament.~~
 - Exempted tournament groups permitted **are allowed** a stipulated number of tournaments.
 - All exempted tournaments pay the stipulated **resident** rate for that course **and for the appropriate day of the week.**
 - Minimum of ~~24~~ **16** players; maximum of 160 players, except ~~USGA Amateur Public Links (60 players)~~ and SCGA reciprocal practice rounds.

3. ~~Public Links Golf Association of Southern California (PLNG)~~
 - ~~Weekend Tournaments~~
 - ~~Four (4) weekend tournaments per calendar year.~~
 - ~~Limited to ten hours of tee times, 320 players per calendar year with a maximum of 84 players at any one event.~~
 - ~~May increase the number of weekend tournaments to five (5) so long as the total number of hours tournament players in any calendar year does not exceed a total of ten hours of tee times. Such increases must be negotiated in coordination with the Golf Manager or designee.~~
 - ~~Regular weekend resident rate.~~
 - ~~Green fees will be paid with one check, credit card, cash or gift card on the day of play a minimum of 15 minutes prior to the first tee off time.~~
 - ~~PLGA is permitted one (1) foursome of unused times during their reserved play; however, all players must be in foursomes within the group and the foursome must be at the end of the tournament. PLGA is responsible for payment of all additional tee times left unused during their reserved play.~~
 - ~~Weekday shotgun tournaments~~
 - ~~Two (2) per calendar year.~~
 - ~~Monday, Wednesday, or Thursday.~~
 - ~~36-hole golf complexes only.~~

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- ~~o Tee time will be 7:30 a.m.~~
- ~~o Shotgun rate applies, including the stipulated minimum payment to the food and pro shop concessionaires.~~
- ~~o Electric carts are required.~~
- ~~o Minimum 128 players.~~
- ~~o Payment for the shotgun tournament will be made 15 days in advance of the scheduled tournament for the required 128 player minimum.~~

43. Women's Public Links Golf Association of Southern California (WPLGA)
- Seven (7) weekday tournaments per calendar year.
 - o One Thursday tournament at each of the seven 18-hole City courses.
 - Five matches
 - o Mondays only, at one specified course, each calendar year.
 - o Limited to 48 players per match.
 - Team playoff championship
 - o One per calendar year.
 - o Non-holiday Mondays only.
 - o Maximum of 64 players.
 - Fees
 - o Regular weekday **resident** rates.
 - o Pay individual green fees at the course on the day of play a minimum of 15 minutes prior to individual tee times.
 - WPLGA is responsible for payment of all tee times left unused during their reserved play. **allowed one (1) foursome of unused times during their reserved play; however, all players must be in foursomes within the group and the foursome must be at the end of the tournament. WPLGA is responsible for payment of all additional tee times left unused during their reserved play.**
54. Los Angeles County Women's Golf Association (LACWGA)
- Four (4) weekday tournaments per calendar year on four (4) separate courses.
 - Regular weekday **resident** rates.
 - Pay individual green fees at the course on the day of play a minimum of 15 minutes prior to individual tee times.
 - The LACWGA is responsible for payment of all tee times left unused during their reserved play. **allowed one (1) foursome of unused times during their reserved play; however, all players must be in foursomes within the group**

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and the foursome must be at the end of the tournament. LACWGA is responsible for payment of all *additional* tee times left unused during their reserved play.

- ~~6. United States Golf Association Amateur Public Links (USGA-APL)~~
- ~~• One (1) qualifying round on a non-holiday weekday.~~
 - ~~• Maximum of 60 players.~~
 - ~~• Regular weekday resident rate.~~
 - ~~• Full payment must be made at least 15 seven days prior to the day of play.~~

75. Southern California Golf Association (SCGA)

- **Weekend Tournaments**
 - **Six (6) tournaments per calendar year.**
 - **Limited to 128 players per event.**
 - **Pays the regular weekend resident rate.**
 - **Fees will be paid with one check, credit card, cash, or gift card on the day of play, a minimum of 15 minutes prior to the first tee time.**
- **Weekday Shotgun Tournaments**
 - **Two (2) per calendar year.**
 - **Shotgun rate applies, including the stipulated minimum payment to the food and beverage, and pro shop concessionaires.**
 - **Electric carts are required.**
 - **Minimum of 128 players.**
 - **Payment for the shotgun will be made seven (7) days in advance of the scheduled tournament for the required 128 player minimum, additional players may be added and paid for on the day of play 15 minutes in advance of tee time.**
- **Team Play**
 - Participation in the SCGA Thursday **and/or Saturday** Team Play Competition with any M.G.A. club that maintains membership in the S.C.G.A.
 - Total number of participants **in any one event** will not exceed 160 players.
 - Maximum of six (6) 36-player competitions are ~~permitted~~ **allowed** in a calendar year.
 - The 20-player reciprocal, practice round field will be scheduled as a separate event.
 - Maximum of six (6) 20-player reciprocal, practice round fields per calendar year.

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- Regular weekday **resident** rates.
- Adjustment in the number of players must be made with the Reservation Office a minimum of **seven (7)** days prior to day of play.
- Payment will be by one check, **credit card, cash, or gift card** a minimum of 15 minutes before the first tee time.

8. ~~Championship Playoffs — Ties — Sudden Death~~

- ~~• Course manager will be notified in advance on the tournament permit that the tournament is for a championship and may involve a playoff.~~
- ~~• Playoff group may be placed in the next available dead time, or as determined by the course manager.~~
- ~~• Will only be allowed to play as many holes as necessary to decide the championship.~~
- ~~• Playoff group may begin the playoff on the first or the tenth tee, as directed by the course manager.~~
- ~~• If the playoff group has rented an electric cart, arrangements must be made with the cart concession before proceeding with any playoff. If necessary, payment must be made for the cart by the playoff group for the playoff holes.~~

SECTION III	Special Exemptions	Page: Sec. III Pg. 1
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1. U.S. Army Corps of Engineers
 - Eight (8) tournaments per calendar year.
 - ~~Weekdays or weekends.~~
 - Limited to 60 players per tournament.
 - **For weekend tournaments** participants will be charged the full regular weekend/holiday **resident** rate; ~~not the weekend or Friday tournament rate.~~
 - **For weekday tournaments participants will be charged the full regular weekday resident rate.**
 - Full payment must be made by check, **credit card, cash, or gift card**, to the Golf Reservation office at least ~~15~~ **seven (7)** days prior to the day of play.

2. All City Employees Benefits Services Association (ACEBSA)
 - Four (4) tournaments per calendar year on holidays, if desired.
 - Limited to 160 players per tournament.
 - Participants will be charged the full regular weekend/holiday **resident** rate; ~~not the weekend or Friday tournament rate.~~
 - Full payment must be made by check, **credit card, cash, or gift card**, to the Golf Reservation office at least ~~15~~ **seven (7)** days prior to the day of play.

3. Sepulveda Men's Club
 - Balboa Golf Course on the Friday after Thanksgiving.
 - Limited to 120 players.
 - Participants will be charged weekend/holiday **resident** rate; ~~not the weekend or Friday tournament rate.~~
 - **Full payment must be made by check, credit card, cash, or gift card**, ~~pay with one check~~ a minimum of 15 minutes prior to their first tee time on the day of play.

4. ~~Sun Valley Chamber of Commerce~~
 - ~~Two (2) tournaments each calendar year.~~
 - ~~Hansen Dam Golf Course.~~
 - ~~Non-holiday Mondays for the purpose of fund raising.~~
 - ~~This tournament will be allowed to begin at a.m. (Public access to the course will be permitted prior to the start of the tournament.)~~
 - ~~Participants will be charged the shotgun tournament rate, not the premium shotgun rate and will include the payment to the pro shop and restaurant as a minimum payment for concession services.~~

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1. Department Affiliate Groups
 - ~~Municipal Golf Association (MGA)~~
 - Department Men's **Golf** Clubs
 - Department Women's Clubs
 - Department Senior Clubs

2. General Information
 - Affiliated tournament groups ~~permitted~~ **allowed** a stipulated number of tournaments.
 - A tournament ~~permit~~ **booking confirmation** is required for all Men's **Golf** Club and Senior Club events.
 - A tournament ~~permit~~ **booking confirmation** is required for all Women's Club events not held on regular Tuesday play days.
 - Maximum group size for non-shotgun tournaments is 160 players.
 - A club may increase maximum group size for one weekday home tournament per calendar year.
 - A club may increase the maximum group size at away courses to 200, one time per calendar year.
 - If the club's home course is not available, the club may choose to play another City course as a temporary home course.
 - **All affiliated tournaments and play days are allowed one (1) foursome of unused times during their reserved play; however, all players must be in foursomes within the group and the foursome must be at the end of the tournament. Affiliated tournaments are** responsible for payment of all **additional** tee times left unused during their reserved play.
 - ~~No Spectators are permitted~~ **allowed with the approval of the Golf Manager.** Registered and/or certified caddies are permitted **allowed**.

3. Fees
 - **All affiliated groups pay the established weekday resident fee less \$2.00 for weekday tournaments at all 18-hole courses and the established weekday resident fee less \$1.00 for weekday tournaments at all 9-hole courses. All affiliated golf clubs pay the established weekend resident fee for weekend tournaments at all courses.** ~~Men's, Women's Clubs, and Senior Clubs at 18-hole courses only, pay \$2.00 less than the established weekday green fee for weekday tournaments. Men's and Women's Clubs pay the regular weekend green fee for weekend tournaments. Men's, Women's, and Senior Clubs at 9-hole courses, pay \$1.00 less than the established weekday green fee, and Men's and Women's Clubs pay the regular weekend green fees for weekend tournaments.~~

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- Senior, Junior rates ~~and junior rates do not apply.~~ **and Lifeline rates apply for weekday non-holiday club tournaments and play days.**
- ~~Lifeline rates apply for weekday non-holiday club tournaments/play days.~~
- Women's Clubs may pay individually a minimum of 15 minutes prior to individual tee times and are responsible for the full **Affiliate Group** MGA rate before the end of the business day for any tee times unused during their reserved play.
- ~~Men's Clubs will pay with one check on the day of play a minimum of 15 minutes prior to the first tee time, and are responsible for any tee times left unused during their reserved play.~~
- ~~Men's Women's, and Senior Clubs will be permitted one (1) foursome of unused times during their reserved play; however, all players must be in foursomes within the group.~~
- ~~MGA Team Play – individual teams are responsible to pay for the tee times left unused by their teams, unless times are filled from the call sheet.~~
- **Golf clubs and Senior Clubs will pay with one by check, credit card, cash, or gift card** on the day of play a minimum of 15 minutes prior to the first tee time.

4. ~~Reservations~~

- ~~Call for Reservations at least 30 days prior to the requested date of play, but no earlier than the first working day of October of the previous year.~~

54. **Men's Golf Clubs**

- Weekend Tournaments
 - Maximum of twelve (12) per calendar year on its home course **at the weekend resident rate.**
 - May be on consecutive days on one weekend, but not on consecutive weekends.
 - Weekend tournaments to begin no earlier than 8:00 a.m. Standard Time and 9:00 a.m. Daylight Savings Time.
 - ~~Total of thirty (30) hours of tee times per calendar year.~~
 - ~~Weekend player Maximum is limited to of 128 players.~~
 - Clubs at 9-hole courses and Roosevelt may conduct one of their weekend tournaments as an 18-hole event.
 - ~~Club may elect to forego all of its annual second per month weekday tournaments in exchange for conducting one of its twelve (12) weekend dates at another City course, Rancho Park excluded.~~

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- **Clubs may substitute one of its weekend events for an away event up to three (3) times per calendar year; Rancho Park and Wilson excluded.**
 - Weekday Tournaments
 - One (1) per month on home course.
 - ~~Host two (2) MGA Team Play days (weekday) annually; Rancho Park Golf Course may be scheduled only once per calendar year for MGA Team Play.~~
 - Eight (8) away weekday tournaments on other City courses, playing each course only once in a calendar year.
 - May substitute one of its weekday monthly tournaments as a shotgun start at its home course only.
 - **Shotgun Starts** – tee time will be no later than 7:30 a.m.
 - Must pay the Shotgun rate, with the **Affiliate Group** MGA discount for the required minimum of 128 players, including the **minimum** fees to the pro shop and restaurant **food concessions**.
 - Additional players may be added on the day of play to a maximum of 160 players; payment for additional players must be made before the scheduled start time.
 - No refunds for having fewer than the required 128 players.
 - Electric carts and the minimum payment (stipulated in the Schedule of Rates and Fees) to the food and pro shop concessionaires are required.
 - **Modified Shotgun – a modified shotgun will be allowed if the number of players is fewer than required for a full shotgun. The starting time of the modified shotgun will be determined by the Golf Manager based on time of year and number of players. Modified shotguns must pay the regular weekday, resident rate with no Affiliate Group discount.**
 - ~~In any month that the club does not travel, conduct a weekend tournament, or host MGA Team Play, it may conduct a second weekday tournament on its home course, limited to 96 players for the second tournament.~~
65. Women's Clubs
- Every non-holiday Tuesday on its home course as a "play day."
 - Not required to obtain a tournament permit **booking confirmation** for play days.

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- Permit **Booking confirmation** required if weekday play is requested at another City course or on another weekday at its home course.
- Women's clubs are ~~permitted~~ **allowed** to substitute six (6) weekday tournaments to conduct six (6) weekend tournaments on their home course. **The fee for weekend tournaments is the weekend resident rate.**
- Each LAMGA Women's Club is ~~permitted~~ **allowed** no more than six (6) additional reservations per calendar year.

76. Senior Clubs

- Co-ed and age 50 to qualify.
- Weekday tournaments only.
 - Two (2) per month at home course.
 - Substitute one (1) per month at different course; to play once per City facility.
 - Monday or Wednesday.
 - May have both monthly events in the same week twice per calendar year.
 - Permit **Booking confirmation** required.
 - Senior **and Lifeline** Discounts will not apply.

87. Municipal Golf Association LA City Golf Championships

- ~~The Golf Operations Supervisor is responsible for payment of the green fees for the LA City Championship tournaments (Men, Women, Senior Men, and Senior Women) at~~ **All City Championship tournaments will pay the same rate as the Men's and Women's affiliate Golf Clubs.**
- ~~The Golf Operations Supervisor~~ **The Golf Division** is responsible for payment of the green fees for the LA City Junior Championship tournament at the regular weekend junior rate.
- ~~Reservations for all tournaments must be made at least thirty (30) days prior to the requested date of play but not before the first working day of September of the previous year.~~
- ~~City of Los Angeles Championships will be given first priority consideration for reservation dates.~~
- No maximum group size for annual LA City Golf Championships.
- Spectators and registered and/or certified caddies are ~~permitted~~ **allowed** during annual LA City Golf Championships.

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~~9. Championship Playoffs—Ties—Sudden Death~~

- ~~• Course manager will be notified in advance that the tournament is for a championship and may involve a playoff.~~
- ~~• Playoff group may be placed in the next available dead time, or as determined by the course manager.~~
- ~~• Will only be allowed to play as many holes as necessary to decide the championship.~~
- ~~• Playoff group may begin the playoff on the first or the tenth tee, as directed by the course manager.~~
- ~~• If the playoff group has rented an electric cart, arrangements must be made with the cart concession before proceeding with any playoff. If necessary, payment must be made for the cart by the playoff grup for the playoff holes.~~

SECTION V	Junior Golf	Page: Sec. V Pg. 1
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1. Junior Golfer Definition
 - Eighteen (18) years or younger (Junior rates apply until September 1 of year of high school graduation or 19th birthday, whichever comes first).
 - Under the age of 13 must be certified to play.

2. General Information/Fees
 - Non-Department Junior tournaments pay the junior tournament rate.
 - **Non-holiday weekdays only.**
 - A junior group is ~~permitted~~ **allowed** one (1) tournament per course per calendar year.
 - Junior tournaments will not be ~~permitted~~ **allowed** at Rancho Park **and Wilson** Golf Courses.
 - ~~Two tournaments may be requested by the first working day in October of the previous year. Additional tournaments may be requested and may be awarded after the first working day of December.~~ Once each of the City's seven (7) regulation 18-hole courses have been scheduled for at least one (1) junior tournament in any calendar year, no additional junior tournaments may be scheduled by a group which has already secured two (2) tournament dates.
 - Maximum group size is 120 players.
 - Tee off no earlier than 10:00 a.m.
 - Tournaments are to be conducted in a competent, professional manner, with adequate supervision to ensure smooth operation of the tournament. Facility staff will evaluate junior golf tournaments to ensure compliance. A poor evaluation of the tournament may result in loss of future reservation privileges.
 - Caddies are not ~~permitted~~ **allowed** during junior tournaments. Spectators must be approved by **the** Golf Headquarters **Manager** before going onto the course.
 - No refreshments, coolers, or merchandise may be brought onto **the** golf course. Arrangements for refreshments and/or merchandise must be made through individual **course** concessionaires (excludes corporate logo tee prizes handed out at the first tee).
 - The Department Junior Golf Course ~~Club~~ Program is exempt from tournament policy and fees.

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3. Qualified Junior Groups

- Pre-approval criteria
 - Non-profit organization (501 c3 or IRS exemption).
 - Open to all children.
 - Carry liability insurance naming the City of Los Angeles as additionally insured.
 - Players must be 18 years or younger. Players under 14 **13** must be certified to play.
- Pre-approval procedure
 - Statement submitted to the **Golf** Reservation office outlining the organization's mission, structure, program and experience in conducting junior golf tournaments and requesting pre-approval to hold junior tournaments.

~~4. Championship Playoffs – Ties – Sudden Death~~

- ~~• Course manager will be notified in advance on the tournament permit that the tournament is for a championship and may involve a playoff.~~
- ~~• Playoff group may be placed in the next available dead time, or as determined by the course manager.~~
- ~~• Will only be allowed to play as many holes as necessary to decide the championship.~~
- ~~• Playoff group may begin the playoff on the first or the tenth tee, as directed by the course manager.~~

SECTION VI	High Schools, Colleges, and Classes	Page: Sec. VI Pg. 1
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1. High School, Colleges, and Junior Classes
 - Requests for play reservations by high schools, colleges, and junior classes must be submitted to the **Golf** Reservation office no earlier than the first working day of November of the previous year.
 - A high school, college, **and** junior class is ~~permitted~~ **allowed** one (1) reservation per week per course, except during playoffs.
 - Each course **is** limited to two **(2)** high school, college, or **junior** class reservations per day.
 - High school, college, and junior class play days do not count as tournaments.
 - No caddies or spectators are allowed, unless approved by **the** Golf Division.
 - **No high school, college, or junior classes shall be booked during the first hour of twilight play.**

2. Junior Instructional Group (Class)
 - Must be pre-qualified.
 - Pre-approval criteria
 - Non-profit organization (501c3 or IRS exemption).
 - Open to all children.
 - Carry liability insurance naming the City of Los Angeles as additionally insured.
 - Players must be 18 **years** or younger. Players under 13 must be certified to play.
 - Pre-approval procedure
 - High schools and colleges **are** not required to submit this statement.
 - Statement submitted to the **Golf** Reservation office outlining the organization's mission, structure, program, and experience in conducting junior golf tournaments and requesting pre-approval to hold junior tournaments.
 - One **(1)** representative designated by the pre-approved organization will be ~~permitted~~ **allowed** to make tournament reservations. Any change in the name of the designee will be submitted by the organization to the **Golf** reservation office.

SECTION VI	High Schools, Colleges, and Classes	Page: Sec. VI Pg. 2
		Date: November 2013

3. High School and Junior Class Play Days
- Limited to weekdays, after 11:00 a.m., except during league playoffs.
 - ~~Participants under 18 (USGA guidelines) will be charged the junior high school rate.~~ **Junior participants will be charged the 18-hole weekend junior rate. All others will be charged the regular weekday resident rate. League finals will pay the junior tournament rate.**
 - The number per reservation will be limited to ~~36~~ **20**. Any player under the age of 13 must be certified by the course manager or representative to play.
 - ~~Reservations prior to the beginning of twilight play, the 18-hole junior reserved rate will apply.~~
 - Reservations after twilight **will be charged** the 9-hole **weekend** junior reserved rate will apply.
 - ~~One coach per team will play at no cost.~~
 - ~~Other or any other player 18 years of age or older will be charged the regular weekday resident rate.~~
 - **If a non-playing coach accompanies a high school group, the non-playing coach must complete a caddie/chaperone registration.**
 - Payment may be made with a **school** check, **credit card**, cash, **gift card**, or a combination of **school** check, **credit card**, cash, **or gift card**; however, no change will be given for a **school** check written more than the amount of the green fees, and players will not be allowed to pay individually.
 - Adult coach or adult representative must pick up the reservation at least 15 minutes in advance of the first scheduled tee off time.
 - To cancel or change the number of players, **the** coach or school representative must notify **the** course by 10:00 a.m. on the day of play, **including days of possible inclement weather**. If a school class does not notify the course by 10:00 a.m., **the** coach will be notified, and ~~other~~ **future** reservations may be canceled, ~~after the second infraction~~.
 - Adequate adult supervision must be provided for high school and junior classes **and will include monitoring the pace of play**.
 - If adequate, responsible supervision, **adult** coach or school representative is not present, the reservation will be canceled.

SECTION VI	High Schools, Colleges, and Classes	Page: Sec. VI Pg. 3
		Date: November 2013

4. College Play Days
 - Limited to weekdays, after 11:00 a.m., except during playoffs when start times may vary to accommodate the number of participants.
 - The number of college players per reservation will be limited to 48.
 - Players will be charged the Community College rate.
 - Payment may be made with a check, **credit card**, cash, **or gift card**, or a combination of check, **credit card**, cash, **or gift card**; however, no change will be given for a check written more than the amount of the green fees, and players will not be allowed to pay individually.
 - Colleges must have a designated school representative at each play day.
 - To cancel or change the number of players, **the** coach or school representative must notify **the** course by 10:00 a.m. on the day of play, **including days of possible inclement weather**. If a school class does not notify the course by 10:00 a.m., **the** coach will be notified and **other future** reservations may be canceled, ~~after the second infraction.~~

5. ~~Championship Playoffs – Ties – Sudden Death~~
 - ~~Course manager will be notified in advance on the tournament permit that the tournament is for a championship and may involve a playoff.~~
 - ~~Playoff group may be placed in the next available dead time, or as determined by the course manager.~~
 - ~~Will only be allowed to play as many holes as necessary to decide the championship.~~
 - ~~Playoff group may begin the playoff on the first or the tenth tee, as directed by the course manager.~~

SECTION VII	Shotgun Tournaments	Page: Sec. VII Pg. 1
		Date: November 2013

1. Shotgun Tournaments

- ~~May only be scheduled at the City's two 36-hole complexes, Sepulveda and Griffith Park, Hansen Dam, or Woodley Lakes 18-hole courses.~~
- **Allowed at all City golf courses.**
- **Electric carts are required for all shotgun tournaments.**
- ~~Mondays, Wednesday, and Thursdays (holidays excluded).~~
- ~~Limited to one day per week at each facility.~~
- ~~No other type of tournament will be scheduled at the complex on the day of the shotgun tournament.~~
- ~~Requests to waive this policy must be made in writing to the Los Angeles Board of Recreation and Parks Commissioners, which has the sole discretion to consider such requests per its own adopted procedures, which may include a report from the Department's General Manager as well as an opinion from the Los Angeles Recreation and Parks Golf Advisory Committee.~~
- ~~Requests to conduct shotgun tournaments may not be considered prior to the first working day of November of the preceding calendar year.~~
- Shotgun tournaments that commence by 8:00 a.m. will be charged regular shotgun rate.
- Shotgun tournaments that commence at 10:00 a.m. **after 8:00 a.m.** will be charged the premium shotgun rate.
- Shotgun tournaments are required to pay for a minimum of 128 participants at the shotgun tournament rate; ~~maximum is 160.~~
- Shotgun tournaments are required to pay a **\$5 fee** per person minimum purchase to the restaurant **food** and to the pro shop **concessions, as stipulated in the Rates and Fees Manual.**
- **Modified shotgun – a modified shotgun will be allowed if the number of players is fewer than required for a full shotgun. The starting time of the modified shotgun will be determined by the Golf Manager, based on time of year and number of players.**
- **The fee for a modified shotgun will be the regular shotgun rate and will include a fee per person minimum to the food and pro shop concessions, as stipulated in the Rates and Fees Manual.**
- ~~A modified shotgun may be played if approved by the Golf Manager, must commence by 7:30 a.m., will be charged the regular shotgun rate, and will include the minimum purchase of \$5 per player minimum purchase to the restaurant and o the pro shop.~~

SECTION VII	Shotgun Tournaments	Page: Sec. VII Pg. 2
		Date: November 2013

- Shotgun tournaments are required to pay for **the** minimum number of players **sixteen (16)** days in advance; additional players may be added and paid for on **the** day of play **fifteen (15)** minutes in advance of tee time.
- ~~Shotgun tournaments administered separately from straight time tournaments. Course managers will coordinate events so that groups holding shotgun tournaments deal with one person who is authorized to coordinate the tournament package.~~
- Spectators **and caddies** are not permitted ~~allowed~~, registered and/or certified caddies are permitted.
- No refreshments, coolers, or merchandise may be brought onto **the** golf course. Arrangements for refreshments and/or merchandise must be made through individual **course** concessionaires (excludes corporate logo tee prizes handed out at the first tee).

Exemption from this Tournament Policy may be granted by the General Manager of the Department of Recreation and Parks or by their designee, the Golf Manager.

GOLF

(Revised September 19, 2012 November 2013)

Whenever the General Manager or designee (Assistant General Manager) deems that a discount rate is appropriate for marketing, or due to course condition or temporary circumstances, the established twilight, super-twilight and mid-day rates will be utilized.

All fees generated from golf operations shall be deposited into the Golf Special Fund.

SECTION I STANDARD FEES

RESIDENT GREEN FEES

MUST HAVE RESIDENT PLAYER CARD TO RECEIVE RESIDENT DISCOUNT

(with the exception of Harbor Park, Rancho Park 3 Par, Los Feliz, and Holmby Park)

Regulation Courses (Woodley Lakes, Wilson, Harding, Hansen Dam, Encino, Balboa, Rancho Park)

	<u>Weekdays</u> <u>(Mon-Thurs)</u>	<u>Friday</u>	<u>Weekends &</u> <u>Holidays</u>
Regulation			
18-Hole Play			
Rancho Park/Wilson	\$33.00	\$37.00	\$43.00
Other 18-Hole	\$30.00	\$34.00	\$40.00
9-Hole Play			
Rancho Park/Wilson	\$20.00	\$22.00	\$25.00
Other 9-Hole	\$19.00	\$21.00	\$24.00
Other Courses			
Harbor Park	\$16.00	\$18.50	\$21.00
Penmar	\$14.50	\$16.75	\$19.00
Roosevelt	\$14.50	\$16.75	\$19.00
Rancho Park 3 par	\$ 7.00	\$ 7.50	\$ 8.00
Holmby Park 3 par	\$ 3.00	\$ 3.50	\$ 4.00
Los Feliz 3 par	\$ 5.50	\$ 6.25	\$ 7.00
(Replay \$3.00 Monday to Friday only)			

NON-RESIDENT GREEN FEES

	<u>Weekdays</u> <u>(Mon-Thurs)</u>	<u>Friday</u>	<u>Weekends &</u> <u>Holidays</u>
Regulation			
18-Hole Play			
Rancho Park/Wilson	\$38.00	\$42.00	\$48.00
Other 18-Hole	\$35.00	\$39.00	\$45.00
9-Hole Play			
Rancho Park/Wilson	\$23.00	\$25.00	\$28.00
Other 9-Hole	\$22.00	\$24.00	\$27.00
Other Courses			
Penmar	\$17.50	\$19.75	\$22.00
Roosevelt	\$17.50	\$19.75	\$22.00

SECTION II RESIDENT DISCOUNTED FEES

MUST HAVE RESIDENT PLAYER CARD TO RECEIVE RESIDENT DISCOUNT
 (with the exception of Juniors, Harbor Park, Rancho Park 3 Par, Los Feliz, and Holmby Park)

SENIOR CITIZEN GREEN FEES (age 60 and over)

Discounted fees are only effective during non-holidays, Monday through Friday and on weekends after 10:00 a.m. at non-premium golf courses on an as-needed basis.

No replay rates at any course.

	<u>Weekdays (Mon – Thurs)</u>	<u>Friday</u>
Regulation		
18-Hole Play		
Rancho Park/Wilson	\$20.00	\$23.00
Other 18-Hole	\$19.00	\$22.00
9-Hole Play		
Rancho Park/Wilson	\$13.00	\$15.00
Other 9-Hole	\$12.00	\$14.00
Other Courses		
Harbor Park	\$10.00	\$12.00
Penmar	\$ 9.00	\$11.00
Roosevelt	\$ 9.00	\$11.00
Rancho Park 3 par	\$ 5.00	\$ 5.50
Los Feliz 3 par	\$ 4.00	\$ 4.75
Holmby Park 3 par	No Discount Allowed	

STUDENT/JUNIOR GREEN FEES (Junior rates apply until September 1 of one's year of high school graduation or one's 19th birthday, whichever comes first)

Any golfer age 12 or younger must be certified to play and must be accompanied by an adult. Golfers 12 years of age and younger at Los Feliz and Holmby do not need to be certified but must be accompanied by an adult.

Weekend/Holiday access: Junior golfers will be charged the weekend junior rate on weekends and holidays, on a walk-on basis only, subject to no existing reservations and no call sheet.

<u>Weekdays only, except as above</u>	<u>Tournament</u>	<u>Weekdays (Mon-Friday)</u>	<u>Weekend & Holiday (Sat-Sun) & Permit Play*</u>
Regulation			
18-Hole Play	\$11.00	\$6.00	\$7.00
9-Hole Play	n/a	\$5.00	\$6.00
Other Courses			
Harbor Park	\$6.00	\$5.00	\$6.00
Penmar	\$6.00	\$5.00	\$6.00
Roosevelt	\$6.00	\$5.00	\$6.00

*High Schools, classes, etc.

All day	<u>Weekdays</u> (Mon-Fri)	<u>Weekends</u> & <u>Holidays</u> (Sat-Sun)	<u>League w/permit</u> & <u>Reserved Time</u>
Rancho Park 3 par	\$3.50	\$4.50	\$5.00
Los Feliz 3 par	\$3.50	\$4.50	\$5.00
Replay	\$2.00	\$2.50	
Holmby Park 3 par	\$2.00	\$2.00	\$2.00

SENIOR CITIZENS LIFELINE GOLF PROGRAM (65 years or older)

Green fees under the Senior Citizens Lifeline Golf program apply to all courses, except Holmby Park, for weekday play only (Monday to Friday) AFTER 12:00 PM. Seniors who qualify for the Department of Water and Power Lifeline Rate exemption or qualify for Supplemental Security Income (SSI) from the Social Security Administration and present additional identification, showing proof of age and residency within the City of Los Angeles, will be issued a card verifying eligibility that will entitle Seniors to a discount equal to 50% of Weekday Green Fees. Purchase of a Golf Reservation Card is not required.

	<u>Weekdays (Mon -- Thurs)</u>	<u>Friday</u>
Regulation		
18-Hole Play		
Rancho Park/Wilson	\$16.50	\$18.50
Other 18-Hole	\$15.00	\$17.00
9-Hole Play		
Rancho Park/Wilson	\$10.00	\$11.00
Other 9-Hole	\$9.50	\$10.50
Other Courses		
Harbor Park	\$ 8.00	\$ 9.25
Penmar	\$ 7.25	\$ 8.50
Roosevelt	\$ 7.25	\$ 8.50
Rancho Park 3 par	\$ 3.50	\$ 3.75
Los Feliz 3 par	\$ 2.75	\$ 3.25

RATE REDUCTION WHEN TEMPORARY GREENS ARE IN USE

When more temporary greens are in use than the number stated below, regular weekday and weekend green fees only will be reduced as follows:

	<u>18-Hole Rates</u>		<u>9-Hole Rates</u>	
	<u>More than 3</u>	<u>More than 6</u>	<u>More than 2</u>	<u>More than 4</u>
Standard Green Fees only	\$2.50	\$5.00	\$1.50	\$3.00

Note: Temporary Green Discount does not apply to alternate greens. Discounts also do not apply to Senior & Junior green fees or other discounted rates.

MIDDAY, TWILIGHT, AND SUPER TWILIGHT FEES

Times and fees for Midday, Twilight, and Super Twilight rates are subject to approval of the General Manager.

		<u>Weekdays</u> <u>(Mon-Thurs)</u>	<u>Friday</u>	<u>Weekends</u> <u>& Holidays</u> <u>(Sat-Sun)</u>
Midday*		\$3.00 less than 18-hole green fees		
Twilight	18-Hole	Same as 9-hole green fees		
	9-Hole	\$ 8.50	\$10.25	\$12.00
Super Twilight	Rancho Park/Wilson	\$13.00	\$14.00	\$15.00
	Other 18-Hole	\$12.00	\$13.00	\$14.00

*Midday rates (\$3.00 less than 18-hole green fees) will begin at the discretion of the General Manager.

SECTION III NON-RESIDENT DISCOUNTED FEES

SENIOR CITIZEN GREEN FEES (age 60 and over)

Discounted fees are only effective during non-holidays, Monday through Friday and on weekends after 10:00 a.m. at non-premium golf courses on an as-needed basis.

		<u>Weekdays (Mon – Thurs)</u>	<u>Friday</u>
Regulation			
18-Hole Play			
	Rancho Park/Wilson	\$25.00	\$28.00
	Other 18-Hole	\$24.00	\$27.00
9-Hole Play			
	Rancho Park/Wilson	\$16.00	\$18.00
	Other 9-Hole	\$15.00	\$17.00
Other Courses			
	Penmar	\$12.00	\$14.00
	Roosevelt	\$12.00	\$14.00

STUDENT/JUNIOR GREEN FEES (Junior rates apply until September 1 of one's year of high school graduation or one's 19th birthday, whichever comes first)

Any golfer age 12 or younger must be certified to play and must be accompanied by an adult. Golfers 12 years of age and younger at Los Feliz and Holmby do not need to be certified but must be accompanied by an adult.

Weekend/Holiday access: Junior golfers will be charged the weekend junior rate on weekends and holidays, on a walk-on basis only, subject to no existing reservations and no call sheet.

Weekdays only, except as above	Tournament	<u>Weekdays</u>	<u>Weekends & Holidays</u>
		(Mon-Fri)	(Sat-Sun) & Permit Play*
Regulation Courses			
18-Hole Play	\$11.00	\$6.00	\$7.00
9-Hole Play	n/a	\$5.00	\$6.00
Other Courses			
Harbor Park	\$6.00	\$5.00	\$6.00
Penmar	\$6.00	\$5.00	\$6.00
Roosevelt	\$6.00	\$5.00	\$6.00

*High Schools, classes, etc.

All day	<u>Weekdays</u>	<u>Weekends & Holidays</u>	<u>League w/permit & Reserved Time</u>
	(Mon-Fri)	(Sat-Sun)	
Rancho Park 3 par	\$3.50	\$4.50	\$5.00
Los Feliz 3 par	\$3.50	\$4.50	\$5.00
Replay	\$2.00	\$2.50	
Holmby Park 3 par	\$2.00	\$2.00	\$2.00

RATE REDUCTION WHEN TEMPORARY GREENS ARE IN USE

When more temporary greens are in use than the number stated below, regular weekday and weekend green fees only will be reduced as follows:

	<u>18-Hole Rates</u>		<u>9-Hole Rates</u>	
	<u>More than 3</u>	<u>More than 6</u>	<u>More than 2</u>	<u>More than 4</u>
Standard Green Fees only	\$2.50	\$5.00	\$1.50	\$3.00

Note: Temporary Green Discount does not apply to alternate greens. Discounts also do not apply to Senior & Junior green fees or other discounted rates.

MIDDAY, TWILIGHT, AND SUPER TWILIGHT FEES

Times and fees for Midday, Twilight, and Super Twilight rates are subject to approval of the General Manager.

		<u>Weekdays</u> (Mon-Thurs)	<u>Friday</u>	<u>Weekends</u> & Holidays (Sat-Sun)
Midday*			\$3.00 less than 18-hole green fees	
Twilight	18-Hole		Same as 9-hole green fees	
	9-Hole	\$10.50	\$12.25	\$14.00
Super Twilight	Rancho Park/Wilson	\$16.00	\$17.00	\$18.00
	Other 18-Hole	\$15.00	\$16.00	\$17.00

*Midday rates (\$3.00 less than 18-hole green fees) will begin at the discretion of the General Manager.

SECTION IV OTHER FEES

FEE FOR REGISTRATION CARDS

One-Year Card

Resident (with Reservation Privileges)	\$25
Residency (No Reservation Privileges)	\$10
Non-Resident (with Reservation Privileges)	\$25
Resident and Non-Resident Senior (with Reservation Privileges)	\$25

Three-Year Card

Resident (with Reservation Privileges)	\$65
Residency (No Reservation Privileges)	\$25
Non-Resident (with Reservation Privileges)	\$65
Resident and Non-Resident Senior (with Reservation Privileges)	\$65

NO SHOW PENALTY

\$5.00 (per individual)

Penalty to be charged when starter cannot fill no-show vacancy from the course's call waiting sheet.

WEB RESERVATION FEE FOR NON-CARDHOLDERS

All Courses* - \$5 Non-refundable fee per player

*With the exception of Los Feliz – 3 Par, Rancho Park 9 – 3 Par, and Holmby Park, where reservations are not taken.

TOURNAMENT FEES

	<u>Weekdays</u>		<u>Weekends & Holidays</u>
	<u>(Mon-Thurs)</u>	<u>Friday</u>	
18-Hole	\$40.00	\$40.00	\$50.00(Griffith Park & Sepulveda courses only, see Tournament Policy) (See Tournament Policy)
9-Hole	\$18.00	\$19.50	
Rancho Park 3 par	\$ 9.00	\$ 9.50	
Los Feliz	\$ 7.00	\$ 7.50	

SHOTGUN TOURNAMENT FEES

For morning events or afternoon events as part of a “double shotgun”, the package rate, per person, includes the following:

	8 a.m. or Prior	After 8 a.m.
	<u>8:00 a.m. Shotgun</u>	<u>10:00 a.m. Shotgun</u>
Tournament Fee	\$45.00	\$65.00
Electric Cart Fee	1/2 regular cart fee	½ regular cart fee
Golf Shop Fee	\$5.00	\$5.00
Restaurant Fee	\$5.00	\$5.00
Total Per Person Fee	\$55.00 plus 1/2 regular cart fee	\$75.00 plus ½ regular cart fee

ELECTRIC CART RENTAL - HARBOR GOLF COURSE ONLY

\$10.00

HAND CART RENTAL

Holmby, Los Feliz, & Rancho 3 par
All other courses

\$1.00
\$3.00

GOLF CLUB RENTAL

3 par and Holmby Park courses only
Harbor Park Golf Course

\$0.25/each
\$3.00/set with bag

GOLF BALL SALES

New golf ball sales

\$1.00/each

GOLF COURSE LOCKER RENTAL

	<u>Rancho</u>	<u>Sepulveda</u>	<u>Griffith</u>
Daily	\$2.50	\$1.50	\$2.50
Monthly	\$7.50	\$5.00	\$7.00
Annual			
Small	\$25.00	\$10.00	---
Medium	\$30.00	\$25.00	---
Large	\$42.00	\$35.00	\$40.00
Giant	\$50.00	---	---

FUND RAISING EVENTS (Non-Department Sponsored)

By Board Approval Only. Limited to 2 Events Per Year Per Course

GOLF - (continued)

ATTACHMENT B

GOLF PROFESSIONAL LESSON SERVICES

Monthly Fee

\$500.00/month (April to October)

\$400.00/month (November to March)

Hourly Fee

\$20.00/hour