

**BOARD REPORT**

NO. 19-008

DATE January 16, 2019

C.D. Various

**BOARD OF RECREATION AND PARK COMMISSIONERS**

SUBJECT: **GOLF DIVISION – DESIGNATION OF GOLF COURSES AS SPECIAL USE FACILITIES FOR FILMING**

AP Diaz	_____	V. Israel	_____
R. Barajas	_____	* S. Piña-Cortez	<u></u>
H. Fujita	_____	N. Williams	_____

  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn X

RECOMMENDATIONS

1. Designate City of Los Angeles golf courses as special use facilities for filming, as outlined in the Summary of this Report;
2. Approve the proposed changes to the Schedule of Rates and Fees (Attachment A) as outlined in the Summary of this Report, effective March 1, 2019; and
3. Authorize Department staff to amend the Schedule of Rates and Fees to incorporate the aforementioned changes.

SUMMARY

The Department of Recreation and Parks (RAP) Golf Division maintains and operates seven (7) 18-hole golf courses, three (3) 9-hole golf courses, two (2) 9-hole pitch and putt golf courses and a junior golf academy. City employees perform all maintenance, starter, and electric cart fleet management on each golf facility. The Golf Division also self-operates all five (5) of its driving ranges. All salary expenses, indirect costs, utilities, supplies, contract services, and capital improvements are funded through revenue generated by the golf facilities. In addition to covering operational expenses, it is essential that the Golf Division generate additional revenue to maintain and improve the City's golf assets. Currently, the Golf Division is in the midst of implementing the recommendations put forth in the Strategic Plan developed by Global Golf Advisors in December 2015.

Staff is seeking approval to designate all twelve (12) City golf courses as special use facilities for filming, including the golf parking lots and golf turf management lots. Tregnan Golf Academy has already been designated as a special use facility for filming.

Currently, over eighty (80) days of filming take place on the City's golf facilities annually. Each of the City's golf facilities has unique characteristics that are desirable for filming purposes, with the Wilson and Harding golf courses in Griffith Park being the most in demand. Golf staff have

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specialized knowledge on planning and monitoring filming such that the golf course is not harmed in the filming process. In addition, oftentimes filming interferes with golf and as a result impacts revenue. By designating the golf courses as special use facilities for filming and implementing a film fee structure, the golf facilities will be made whole, and possibly generate additional revenue. This is consistent with recommendation XI of the Golf Strategic Plan to leverage the golf courses to generate non-golf related revenue.

Currently, 40% of all golf related permit fees are deposited into the RAP General Fund, amounting to approximately \$19,000 in 2017. It is proposed that 100% of revenue generated from golf film permit fees be deposited to Golf Operations Special Fund 52H, Department 89. All expenses related to golf film permits, including film monitoring, will be paid from Golf Operations Special Fund 52H, Department 89.

### FISCAL IMPACT STATEMENT:

40% of fees generated from film permits that was deposited into the RAP General Fund will now be deposited to Golf Operations Special Fund 52H, with an estimated reduction in RAP General Fund revenue of \$19,000 annually.

Report prepared by Laura Bauernfeind, Golf Manager, Golf Division.

### LIST OF ATTACHMENTS/EXHIBITS

- 1) Attachment A: Film Permit Fees; Golf Film Permit Fees

FILM PERMIT FEES(Revised ~~06/01/2017~~ **03/01/2019**)

## GENERAL DEPARTMENT FEES:

60% to Film Coordination Surcharge Account 91340% to General Fund 302 Department 88

Motion picture filming at all Park	\$450/day (includes holding location prepped locations except those specified as below and ready to film)
➤ Prep	\$150/day
➤ Strike	\$150/day
➤ Base Camp Only	\$450
➤ Student or Non-Profit Filming	No charge
➤ News	No charge
➤ Crew Parking (1-15 vehicles)	\$100/day
➤ Crew Parking (16 + vehicles)	\$300/day
➤ Special Facility Administration Fee	\$150/production (100% to Account 913)

Camera test or testing of equipment/props on park property as it relates to filming will be considered on a case by case basis with still photography fees applying respectively.

Pay Parking Lots and Special Use Facilities with published rates and percentage rate distribution plus Park Film Office administration fee

## Pay Parking Lots

Pay Parking Lots are located at:

- *LA Swim Stadium*
- *Cabrillo Beach*
- *Harbor*
- *Westwood Park*

## Special Use Facilities

- *Banning Residence Museum*
- *Balboa Golf Course (Including parking lot)*
- *Cabrillo Beach and Bathhouse*
- *Cabrillo Marine Aquarium*
- *Camps*
- *Devonshire House*
- *Drum Barracks Civil War Museum*
- *Encino Golf Course (Including parking lot)*
- *Friendship Auditorium*
- *Fort MacArthur Military Museum*
- *Grace E. Simons Lodge*
- *Greek Theatre*
- *Griffith Observatory*
- *Harbor Park Golf Course (Including parking lot)*
- *Harding Golf Course (Including parking lot and turf management lot)*

FILM PERMIT FEES – (continued)

- **Hansen Dam Golf Course (Including parking lot)**
- *Los Angeles Maritime Museum*
- *Los Angeles Youth Athletic Club (Lincoln Heights Jail)*
- **Los Feliz Golf Course (Including parking lot)**
- *Orcutt Ranch*
- *Park Ranger Auditorium*
- **Penmar Golf Course (Including parking lot)**
- *Pershing Square*
- *Point Fermin Lighthouse*
- **Rancho Park Golf Course (Including parking lot)**
- **Rancho Park Par 3 Golf Course (Including parking lot)**
- **Roosevelt Golf Course (Including parking lot)**
- *Sherman Oaks Castle Park*
- *Travel Town Museum*
- *Tregnan Golf Academy*
- *Venice Beach Recreation Center*
- **Wilson Golf Course (Including parking lot and turf management lot)**
- **Woodley Lakes Golf Course (Including parking lot)**

Copies of all deposit transactions for these rentals shall be forwarded to the Park Film Office for verification. Special Facilities are eligible for this list only if they appear in the published Manual of Rates and Fees with regular rental or special use fees.

Commercial Still Photo (1-14 persons)	\$75/day
Commercial Still Photo (15 + persons)	\$150/day
("Persons" includes all those present, behind, or in front of the camera)	

SPECIAL SERVICE FEES

Catering for 1-74 people	\$225/day
Catering for 75 + people	\$450/day
Department Film Monitor	\$38/hour (2-hour minimum)*
Spot Check	\$150/24-hour period needed*
Equipment charges	Fee schedule on request, based on actual cost
Staff time to operate equipment	Quoted on request, based on actual salary
Pool filling or operation	Quoted on request, based on actual cost
Utility (each for electricity, gas, or water)	\$75/day, per utility

*100% to Surcharge Account 913*

FILM PERMIT FEES – (continued)

NOTES:

All applicable fees paid to Film LA except as expressly noted. Any donations intended for any Department facility will be accepted by the Park Film Office only and credited to the appropriate facility. All scouts and monitors to be on-duty employees of the Department of Recreation and Parks. Monitor fees and all other applicable fees will be estimated in advance of filming and collected with all other film permit fees collected by Film LA. Monitoring or other charges beyond estimates will be billed by ~~EDC~~

Film LA. Monies for monitor fees will be transferred to Recreation and Parks with other park filming charges. Scouting is no charge if the scouting is scheduled with a Department Film Monitor or someone designated by the Park Film Office, for which service the Monitor fee may be used to reimburse the Department.

All special use facilities listed above may be subject to assignment of a technically competent or specially trained person from the facilities' staff, rather than a monitor from the general Department monitor pool. For the purpose of special monitor assignments only, certain other facilities may require special staff as monitor, e.g., lifeguards must be assigned to any filming in or near a filled Department pool or other body of water.

All fees and charges at any facility or property in the Department must be expressly specified in the Rates and Fees manual. No exceptions. At the discretion of the General Manager, Film LA may approach the Department about a percentage of prep and strike fees on extremely long location situations.

The overnight inspection spot check fee may, at the discretion of the Park Film Office, be used in conjunction with private security personnel guarding sets not under prep, strike, or active filming, or for low impact productions, but only where no conflict about use of the area exists.

Special use facilities fees are set by the facility and typically are split so that the facility benefits. At these facilities only, monitors will come exclusively from the pool of facility employees and are included as needed in the facility base charge. If additional security or monitoring services are needed because of the scope of the activity, they will be charged through Film LA as are other monitors. The Park Film Office administration fee for special use facilities reimburse the cost of facilitating their use as filming locations.

GENERAL FILM PERMIT POLICIES AND REGULATIONS

A. REQUIREMENTS FOR PERMIT:

1. A film permit is required to make any commercial still photograph, commercial motion picture, television program, commercial or similar production at a City park or recreational facility.
2. The film permit requirement is not intended to apply to news departments routinely engaged in the preparation of stories for news programs.
3. Public affairs and quasi-news programs may be exempted from the permit requirement upon request and referral of Film LA.
4. Commercial still photography is defined as photography for advertising purposes or any paid publication in use.

FILM PERMIT FEES – (continued)

5. Permits are required for educational, public service, non-profit, and student projects (must show proof of enrollment), however, these projects may be eligible for fee exemptions (see Section B).
6. No filming permit is required for screen tests or casting sessions, but a Department Special use permit may be required if special privileges or exclusive use is requested.
7. Use of Department property leased to concessionaires or other outside entities may require separate arrangements and additional fees determined by the leasing entity.
8. The Department asks that credit be given to Department facilities and locations in motion picture or photography credits.

B. FEE EXEMPTIONS

1. Students may receive an exemption on daily charges for filming, prepping, striking, and parking. Students must submit a letter, written on letterhead of a recognized United States educational institution, and signed by a school administrator or instructor, stating that the applicant is currently enrolled in that institution and that the film is not for commercial purposes. Student films are not eligible for waiving or reduction of monitoring requirements and fees if any one or more of the following elements are present:
  - Filming longer than five days
  - Any construction will take place
  - Catering trucks are required to service cast and/or crew
  - Unusual activity such as helicopter use or road closures
2. Non-profit organizations are eligible for the exemption on daily charges for filming, prepping, striking, and crew parking.
  - a. Organizations must provide proof that they have tax exempt status in accordance with section 501 c (3) (1) of the Internal Revenue Code or Section 23701 (d) of the California Revenue and Taxation Code to qualify.
  - b. Production companies producing projects for bona fide non-profit organizations may qualify for the fee reduction if the non-profit organization involved provides proof of tax exempt status as required by Section B.2a.above, and if the non-profit organization states in writing that the production company involved has been retained by them to produce the project and any fees reduced by the City will result in a direct equivalent reduction in costs to the non-profit organization.
  - c. Local television stations producing public service announcements shall be considered non-profit for the purpose of obtaining fee reductions. The request must be made in writing and be signed by an official of the station. This applies only to those filming permits requested for the public service announcements.

FILM PERMIT FEES – (continued)

3. Government agencies – Agencies of the federal government or any state, county, city, district or other political subdivision are eligible for fee exemptions. Government agencies must apply for this in writing on agency letterhead and have the form signed by an official of the agency.
4. Entities producing programming for broadcast over public access channels of cable television systems franchised within the City of Los Angeles may also be eligible for fee reductions. Producers of this type of programming must submit a request in writing and agree to pay the City all fees if the production is used for commercial purposes. Such requests must be verified in writing by an official of the cable system which will broadcast the production.
5. **PAY PARKING LOTS, SPECIAL USE FACILITY FEES, SERVICE FEES, AND MONITOR FEES CANNOT BE REDUCED OR WAIVED.**

**GOLF FILM PERMIT FEES**

(03/01/2019)

**GENERAL DEPARTMENT FEES:***100% to Golf Special Fund 52H, Account 89G401*

Motion picture filming at all Park	\$450/day ** (includes holding location prepped locations except those specified as below and ready to film)
➤ Prep	\$150/day
➤ Strike	\$150/day
➤ Base Camp Only	\$450
➤ News	No charge
➤ Crew Parking (1-15 vehicles)	\$100/day
➤ Crew Parking (16 + vehicles)	\$300/day
➤ Special Facility Administration Fee	\$150/production
➤ Non-refundable Application Deposit	\$150/production

**\*\* Any impact on revenue will be additional. When filming impacts golf play and revenue, all fees will be due 48 hours before the reservation window available to the public.**

**Camera test or testing of equipment/props on park property as it relates to filming will be considered on a case by case basis with still photography fees applying respectively.**

**Special Use Facilities**

- Balboa Golf Course (Including parking lot)
- Encino Golf Course (Including parking lot)
- Harbor Park Golf Course (Including parking lot)
- Harding Golf Course (Including parking lot and turf management lot)
- Hansen Dam Golf Course (Including parking lot)
- Los Feliz Golf Course (Including parking lot)
- Penmar Golf Course (Including parking lot)
- Rancho Park Golf Course (Including parking lot)
- Rancho Park Par 3 Golf Course (Including parking lot)
- Roosevelt Golf Course (Including parking lot)
- Wilson Golf Course (Including parking lot and turf management lot)
- Woodley Lakes Golf Course (Including parking lot)

Commercial Still Photo (1-14 persons)	\$75/day
Commercial Still Photo (15 + persons)	\$150/day
("Persons" includes all those present, behind, or in front of the camera)	

**SPECIAL SERVICE FEES**

Catering for 1-74 people	\$225/day
Catering for 75 + people	\$450/day
Department Film Monitor	\$38/hour (2-hour minimum)*
Spot Check	\$150/24-hour period needed*

**GOLF FILM PERMIT FEES** – (continued)

Equipment charges	Fee schedule on request, based on actual cost
Staff time to operate equipment	Quoted on request, based on actual salary
Utility (each for electricity, gas, or water)	\$75/day, per utility

*100% to Golf Special Fund 52H, Account 89G401*

### GENERAL FILM PERMIT POLICIES AND REGULATIONS

#### REQUIREMENTS FOR PERMIT:

1. A film permit is required to make any commercial still photograph, commercial motion picture, television program, commercial or similar production at a City park or recreational facility.
2. Film permits impacting play and revenue on a golf course will need to be confirmed and paid at a minimum two weeks before the start of filming.
3. The film permit requirement is not intended to apply to news departments routinely engaged in the preparation of stories for news programs.
4. Public affairs and quasi-news programs may be exempted from the permit requirement upon request and referral of Film LA.
5. Commercial still photography is defined as photography for advertising purposes or any paid publication in use.
6. No filming permit is required for screen tests or casting sessions, but a Department Special use permit may be required if special privileges or exclusive use is requested.
7. Use of Department property leased to concessionaires or other outside entities may require separate arrangements and additional fees determined by the leasing entity.
8. The Department asks that credit be given to Department facilities and locations in motion picture or photography credits.