

June 7, 2019

City of Lompoc  
Parks and Recreation Commission  
c/o Mario Guerrero, Recreation Manager

Letter of Intent

To Whom It May Concern:

The Lompoc Valley Kennel Club has been in existence since January 1, 1974. We are considered a nonprofit organization with 501 c-4 status. All of our dog shows have been held at Ryon Park. Unfortunately we were not able to hold a show in 2018. However, our club now has 27 members and the American Kennel Club has approved us to hold shows this year. Our dates for 2 separate shows are July 27 and 28, 2019. In addition, the Western Sighthound Combined Specialty Club holds an event on Friday.

As in the past, we are requesting Wednesday, July 24, 2019 through Monday July 29, 2019 which includes set up and tear down days. The areas requested are: the old section, the east and west ball fields, east side of tennis courts, tennis courts, the athletic fields and the parking lot at Ryon Park. Recreational vehicles would be accommodated on the athletic fields and the main parking lot of the park. Generators will only be allowed to operate between 6:00 am and 10:00 pm.

There is no charge to the public to observe the events held. This year, we have added Obedience and Rally to our events on Saturday and Sunday. In addition, on Saturday, we are offering "Pee Wee Special Attraction" which is an introduction to Junior Showmanship. Cost is only \$5 and is a training event for children 5 – 9 years of age.

The estimated number of dogs for each day (Saturday and Sunday) is between 650 – 750. This would mean approximately 1,000 participants.

We plan to use as many of the City of Lompoc's services as possible and are requesting a \$1,000 grant to offset some of the expenses incurred.

It is our goal to boost the city's economy and provide family entertainment for its citizens.

Thank you for your consideration.

A handwritten signature in cursive script that reads "Jackie Wassenaar". The signature is written in black ink and is positioned above the typed name.

Sincerely,  
Jackie Wassenaar, Treasurer  
Assistant 2019 Show Chairman

Special Event Application  
Lompoc Recreation Division  
125 West Walnut Avenue  
Lompoc, CA 93436  
Phone: (805) 875-8100 Fax: (805) 736-5195

**APPLICANT INFORMATION**

Applicant (Your Name) Terry Bearman Organization Lompoc Valley K.C.

Event Coordinator (if different from applicant) \_\_\_\_\_

Mailing Address 225 S. Rose St Lompoc 93436

Day Phone: 805 717 0079 After Hours Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Public Information Phone: 805 717 0079 E-mail: terry93436@msn.com

Secondary Contact Name: JACQUE WASSENAAR Phone: 951-681-4984

Please complete the following sections with as much detail as possible since fees and requirements are based on the information you provide us.

**Type of Event**  Festival  Walk or Run  Parade/March Staging  Other (specify)

AKC DOG SHOW

**Event Name & Location**

Event Title Lompoc Valley Kennel Club  
Park (list all sites being requested) ENTIRE PARK

**Event Times**

Set-Up Days/Dates 7-24-19 From 7 am / pm to 7 am / pm  
(Complete only if set-up day is separate from event day)

Event Days/Dates 7/24 - 7/28/19 Set up 7 am / pm to 7 am / pm  
(Include "day-of" setup and breakdown times) Event 7 am / pm to 6 am / pm  
Breakdown \_\_\_\_\_ am / pm to \_\_\_\_\_ am / pm

Breakdown Day 7/28/19 From 5 am / pm to 7 am / pm  
(Complete only if breakdown day is separate from event day)

**DESCRIPTION OF EVENT**

First time event (include site map with application)  Returning event (include site map with application)  
Note that this description will be published in our City Parks & Recreation Public Special Events Calendar:

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

**ESTIMATED ATTENDANCE**

Anticipated # of event participants per day (people directly participating in event, event vendors/staff/volunteers)

500

Anticipated # of event attendees/spectators per day (people attending event): ~~500~~ 300

Grand total of anticipated # of people per day: ~~2500~~ 800

**ELEMENTS OF YOUR EVENT**

Setting up a stage?

- Platform style, dimensions \_\_\_\_\_  Concert style, dimensions \_\_\_\_\_
- No stage at event

Setting up tables, chairs, canopies and tents?

- Tables: # 46  No tables being set up
- Chairs: # 155  No chairs being set up
- Canopies: # and their dimensions 10x10 (28)  No canopies being set up
- Tents: # and their dimensions \_\_\_\_\_  No tents being set up

Having amplified sound and/or music?

- Amplified sound for announcements only
- Amplified sound for music (check one)  CD player/DJ music  Small 4 – 5 piece live band
- Large 6+ piece live band
- Other \_\_\_\_\_
- No amplified sound/music at event

Using utilities?  Gas  Water  Electricity

- For sound  For food preparation and/or refrigeration equipment  For lighting
- \*Additional electrical pedestals needed at Ryon Park # \_\_\_\_\_
- \*Additional fees apply for each additional pedestal*

Having food and non-alcoholic beverages at your event?

- Vendors preparing food on-site (don't include pre-packaged food/beverage vendors) # \_\_\_\_\_
- Vendors bringing in pre-packaged food and beverages (don't include prepared food vendors counted above) # \_\_\_\_\_
- All food and non-alcoholic beverages handled by organization; bringing in no outside vendors # \_\_\_\_\_
- No food at event

Having alcohol at your event?

- Yes, serving/selling beer and wine (complete Alcohol Request Form)
- Hours of alcohol being served: From \_\_\_\_\_ to \_\_\_\_\_
- Days alcohol will be served: \_\_\_\_\_

No alcohol at event

Having selling and/or informational vendors at your event?

- Vendors selling food only # 4  Vendors selling merchandise/services only # \_\_\_\_\_
- Vendors passing out information only (no business license needed) # 2
- No selling or informational vendors at event

Having kid activities?

- Inflatable Bounce Houses # \_\_\_\_\_ Company: \_\_\_\_\_
- Inflatable Bounce Slides # \_\_\_\_\_ Company: \_\_\_\_\_
- Rock climbing wall Height? \_\_\_\_\_ Company: \_\_\_\_\_
- Truck to bring wall in?  Yes  No Truck acts as counterweight to wall?  Yes  No
- Arts & crafts (i.e. craft making, face painting, etc.)
- Petting zoo? Company: \_\_\_\_\_
- Carnival games or rides? Specify type \_\_\_\_\_ Company: \_\_\_\_\_
- Other \_\_\_\_\_
- No kid activities at event

Any additional elements unique to your event but not asked above?

Yes. Describe:

Recycle Handling

No

**WASTE MANAGEMENT**

Contracting with trash/recycling vendor.

Company City?

Drop of Day & Time \_\_\_\_\_

Pick Up Day & Time \_\_\_\_\_

Containers to be serviced Day & Time \_\_\_\_\_

Contracting with portable toilet & hand washing station vendor.

Company Max Borg Ind.

Drop of Day & Time Wednesday 7/24/19 pm.

Pick Up Day & Time 7/28/19 pm

Portable toilets to be serviced Day & Time 7/26/19 AM

**MISCELLANEOUS**

Please list anything important about your event not already asked on this application:

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

*-For Office Use Only-*

Contract #:	<u>1706</u>	Reservation taken by:	_____	Reservation Fee Paid ( )Y ( )N
Balance Paid	_____	Key #:	_____	Key Returned: _____
Supervisor Approval:	_____	Parks & Recreation Commission Month:	_____	Deposit Returned: _____

*Figure 3*

Dick DeWees Community Center

South "R" Street

To "B" Lot Check-In  
South "R" Street

To Day Parking  
Cypress Street

Park Ranger

Day Parking

"B" Lot Overnight Parking

FIRE LANE. NO PARKING

THRU TRAFFIC TO DAY PARKING ONLY

FIRE LANE. NO PARKING

Tennis Courts

BBQ

*FOOD TRUCKS*

Judges Hospitality

Vendors

Announcer

Ring 7

Ring 1

Ring 6

Ring 8

Ring 9

Ring 5

Ring 2

Ring 4

Ring 3

FIRE LANE. NO PARKING

Ring 10

"A" Lot Overnight Parking

*DAY PARKING*

Handicap Parking

20 minute Loading/Unloading ONLY.  
Towing Strictly enforced

"A" Lot Check-In

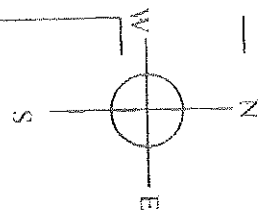
Grass

West Ocean Avenue

Entrance to "A" Lot  
South "O" Street

South "O" Street

MAP NOT TO SCALE



Permit Contract

**Anderson Recreation Center**  
 Administrative Offices  
 125 W. Walnut Ave.  
 Lompoc, CA 93436  
 Phone: (805) 875-8100  
 FAX: (805) 736-5195  
 Email: recreation@ci.lompoc.ca.us

**Permit #1706, Approved**  
 Mar 27, 2019 4:35 PM



**Company:** Lompoc Valley Kennel Club  
 428 North D Street  
 Lompoc, CA 93436

Customer Type: Non-Profit  
 Prepared By: s\_vega

**Agent:** Pete De Soto  
 Email: ask@petedesoto.com

Primary Phone: (805) 736-1338

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$3,898.00	\$0	\$0	\$3,898.00	\$0	\$0	\$0	\$0	\$3,898.00

RESERVATIONS

Event	Resource	Center	Notes
Annual Dog Show Type: Special Event Attend/Qty: 50	Ryon - East Open Space	Ryon Park 800 W. Ocean Ave. Lompoc, CA 93436 (805) 875-8100	--

Days Requested		Event Begins	Duration	Event Ends	
Day	Date			Date	Time
Wednesday	Jul 24, 2019	8:00 AM	16 hours	Jul 25, 2019	12:00 AM
Thursday	Jul 25, 2019	8:00 AM	16 hours	Jul 26, 2019	12:00 AM
Friday	Jul 26, 2019	8:00 AM	16 hours	Jul 27, 2019	12:00 AM
Saturday	Jul 27, 2019	8:00 AM	16 hours	Jul 28, 2019	12:00 AM
Sunday	Jul 28, 2019	8:00 AM	16 hours	Jul 29, 2019	12:00 AM
Monday	Jul 29, 2019	8:00 AM	16 hours	Jul 30, 2019	12:00 AM

Summary	Notes
Total Number of Dates: 6 Total Time: 96 hours	Have customer complete facility use application. When complete refer request to Facility Supervisor. If Ryon Park Stage, charge extra fee for electricity use.

RESERVATIONS

Event	Resource	Center	Notes
Annual Dog Show Type: Special Event Attend/Qty: 50	Ryon - Old Section	Ryon Park 800 W. Ocean Ave. Lompoc, CA 93436 (805) 875-8100	--

Days Requested		Event Begins	Duration	Event Ends	
Day	Date			Date	Time
Wednesday	Jul 24, 2019	8:00 AM	16 hours	Jul 25, 2019	12:00 AM

Thursday	Jul 25, 2019	8:00 AM	16 hours	Jul 26, 2019	12:00 AM
Friday	Jul 26, 2019	8:00 AM	16 hours	Jul 27, 2019	12:00 AM
Saturday	Jul 27, 2019	8:00 AM	16 hours	Jul 28, 2019	12:00 AM
Sunday	Jul 28, 2019	8:00 AM	16 hours	Jul 29, 2019	12:00 AM
Monday	Jul 29, 2019	8:00 AM	16 hours	Jul 30, 2019	12:00 AM
<b>Summary</b>			<b>Notes</b>		
Total Number of Dates: 6	Have customer complete facility use application. When complete refer request to Facility Supervisor. If Ryon Park Stage, charge extra fee for electricity use.				
Total Time: 96 hours					

**RESERVATIONS**

Event	Resource	Center	Notes		
Annual Dog Show Type: Special Event Attend/Qty: 50	Ryon - Sports Fields	Ryon Park 800 W. Ocean Ave. Lompoc, CA 93436 (805) 875-8100	--		
Days Requested		Event Begins	Duration	Event Ends	
Day	Date			Date	Time
Wednesday	Jul 24, 2019	8:00 AM	16 hours	Jul 25, 2019	12:00 AM
Thursday	Jul 25, 2019	8:00 AM	16 hours	Jul 26, 2019	12:00 AM
Friday	Jul 26, 2019	8:00 AM	16 hours	Jul 27, 2019	12:00 AM
Saturday	Jul 27, 2019	8:00 AM	16 hours	Jul 28, 2019	12:00 AM
Sunday	Jul 28, 2019	8:00 AM	16 hours	Jul 29, 2019	12:00 AM
Monday	Jul 29, 2019	8:00 AM	16 hours	Jul 30, 2019	12:00 AM
<b>Summary</b>			<b>Notes</b>		
Total Number of Dates: 6	Have customer complete facility use application. When complete refer request to Facility Supervisor. If Ryon Park Stage, charge extra fee for electricity use.				
Total Time: 96 hours					

**CHARGES**

Description	Event / Resource	Unit Fee	Units	Tax	Charge
Special Event Day Fee	Annual Dog Show #1706 Ryon - East Open Space	\$275.00	3.00	--	\$825.00
Special Event Set Up	Annual Dog Show #1706 Ryon - East Open Space	\$100.00	3.00	--	\$300.00
Alcohol Permit Fee (Community Events)	Annual Dog Show #1706 Ryon - Sports Fields	\$75.00	3.00	--	\$225.00
Fire Inspection Fee Level 2	Annual Dog Show #1706 Ryon - Sports Fields	\$298.00	1.00	--	\$298.00
Special Event Day Fee	Annual Dog Show #1706 Ryon - Sports Fields	\$275.00	3.00	--	\$825.00
Special Event Set Up	Annual Dog Show #1706 Ryon - Sports Fields	\$100.00	3.00	--	\$300.00
Special Event Day Fee	Annual Dog Show #1706 Ryon - Old Section	\$275.00	3.00	--	\$825.00
Special Event Set Up	Annual Dog Show #1706 Ryon - Old Section	\$100.00	3.00	--	\$300.00



Payment Schedule for Original Balance of \$3,898.00				
Due Date	Amount Due	Amount Paid	Withdrawal Adjustment	Balance
Jul 24, 2019	\$3,898.00	\$0	\$0	\$3,898.00
			<b>Current Balance</b>	<b>\$3,898.00</b>

**WAIVERS**

**Security/Damage Deposit Agreement - Special Event**

Waiver for: Pete De Soto

Due Date: Jul 24, 2019

**SECURITY/DAMAGE DEPOSIT AUTHORIZATION AGREEMENT ? SPECIAL EVENT**

I authorize the City of Lompoc to debit my credit card or bank account on file not to exceed \$2,000 if damage has occurred from the activity OR IF keys have not been turned in within a week of the rental. If damage is greater than \$2,000 the renter will be billed separately.

In the event that City Property is damaged, broken, stolen, or excessive cleaning (over and above normal custodial service) is necessary as a result of actions during your rental, all or a portion of your authorized deposit will be retained.

The Recreation Division reserves the right to require any person/persons/business to obtain a Certificate of Liability of a minimum of \$1,000,000.00 naming the City of Lompoc as an additional insured.

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

The undersigned has read and on behalf of the licensee agrees to be bound by this Permit/License and the Terms and Conditions contained herein and attached hereto, and hereby warrants and represents that he/she executes this Permit/License on behalf of the licensee and has sufficient power, authority and capacity to bind the licensee with his/her signature.

X: \_\_\_\_\_  
Renter

X: \_\_\_\_\_  
Recreation Division Representative